



## Polk County Board of Supervisors

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

### Minutes of the Special Session and Regular Meeting of the Board of Supervisors Tuesday, August 20, 2019

Chairman Johansen called the August 20, 2019 special session of the Polk County Board of Supervisors to order at 4:00 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 (August 9, 2019), and published in a legal newspaper in accordance with Wisconsin Statute Section 985.02 the week of August 12, 2019. In addition, the Office of the County Clerk distributed on August 9, 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 three amended agendas were posted on the County website, posted in the Government Center in two places and distributed to the supervisors and media contacts via email or mail on Monday, August 12, 2019, Thursday, August 15, 2019 and Monday, August 19, 2019.

The County Board received opinion from Corporation Counsel Malone that the initial advance written notice and the amended agenda(s), 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. Fourteen County Board Supervisors were present representing a quorum. Absent and excused was Supervisor Olson.

Chairman Johansen called the Board to convene as Committee of the Whole at 4:05 p.m.

Chairman Johansen called upon Employee Relations Director Jerrick and ECCO Representative Amy Tolbert to present information to the County Board regarding the 360 performance evaluation process.

Committee of the Whole received information and a presentation from ECCO International regarding the use of consulting services for 360 performance evaluation process for the Administrator.

Chairman Johansen called for a motion to adjourn Committee of the Whole session and reconvene in legislative session of the Board. **Motion** (Jepsen/Demulling) 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 4:48 p.m.

Chairman Johansen called for a motion to convene in special legislative session. **Motion** (Bonneprise/Route) to convene in special legislative session. Chairman Johansen called for a voice vote on said motion. **Motion** carried by unanimous voice vote.

Chairman Johansen called to the floor for a motion to convene in Closed Session. **Motion** (Masters/Route) to convene in closed session for purposes and on statutory basis pursuant to Wisconsin Statute Section 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 4:50 p.m.\*\* (Minutes separate and under seal)**

Chairman Johansen asked that the record reflect those present for closed session: Supervisors 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, Joe Demulling, and Chairman Johansen. Also present were, Sharon Jorgenson, County Clerk; Malia Malone, Corporation Counsel; Andrea Jerrick, Deputy Administrator/Employee Relations Director; Darlene Kusmirek, Employee Relations Manager; and Amy Tolbert, from ECCO International.

\*Reconvened in Open session: 5:15 p.m.

Chairman Johansen called for a motion regarding the use of ECCO International consultant services for the 360 performance evaluation of the Administrator. **Motion** (Masters/Route) to use ECCO International consultant services per proposal presented to County Board including Items 3.c. i through iv outlined in the proposal as provided by ECCO International. Chairman Johansen called for a voice vote on said motion. **Motion** to use consultant services for 360 performance evaluation process per said motion carried by unanimous voice vote.

Chairman Johansen called for a motion to adjourn/recess until 6:00 p.m. for the Regular session of the Polk County Board to be held at Unity School. **Motion** (Bonneprise/Masters) to adjourn until 6:00 p.m. Chairman Johansen called for a voice vote on said motion. **Motion** to adjourn until 6:00 p.m. carried by unanimous voice vote.

Chairman Johansen called the August 20, 2019 regular session of the Polk County Board of Supervisors to order at 6:00 p.m. at the Unity School.

Chairman Johansen recognized the County Clerk for purposes of taking roll call. All fifteen County Board Supervisors were present representing a quorum.

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

Chairman Johansen called to the floor for a time of reflection. Supervisor Masters offered a time of reflection noting importance of and thankfulness for good health and being part of the local community.

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

Chairman Johansen called to the floor for approval of the Consent Agenda. **Motion** (Jepsen/Masters) 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 July 16, 2019 County Board session adopted as published and Resolution No. 29-19: Resolution to Grant a Zoning District Change and to Amend Zoning District Map for Town of Alden adopted.

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

The County Board received information and a presentation from Lynn Nelson, Executive Director and Tobi LeMahieu, Fund Manager from West Central Wisconsin Regional Planning regarding 2018 community planning and funding activities.

The County Board received information and a presentation from Economic Director Vince Netherland regarding plans for a Workforce Marketing Campaign requesting the partnership of Polk County in the campaign with the goal of increasing the employment base for local employers.

Chairman Johansen called upon Chief Deputy Roberts and Highway Commissioner Norby who presented information to the County Board regarding the July 19th storm damage and response.

Chairman Johansen called upon Administrator Osborne who presented an overview of the Lime Quarry to the County Board. The County Board received information regarding the detailed Lime Quarry Analysis from Patrick Redman, representative from CliftonLarsonAllen.

Chairman Johansen called for a motion for a 10 minute recess at 8:30 p.m. **Motion** (Nelson/Demulling) for a 10 minute recess. Chairman Johansen called for a voice vote on said motion. **Motion** to recess for 10 minutes carried by unanimous voice vote.

Supervisor Jepsen exited meeting at 8:35 p.m.

Chairman Johansen called the meeting back into legislative session at 8:42 p.m.

Time was given for the County Board Chairperson's report. The County Board received information regarding meetings attended by the Chair, including numerous meetings in regard to July storm damage, and a Livestock Facility Siting meeting in Eau Claire.

Chairman Johansen presented a plaque of appreciation on behalf of the Board of Supervisors to departing Employee Relations Director, Andrea Jerrick thanking her for 15 years of service to Polk County and offering best wishes in her future ventures.

Time was given for Supervisor's reports regarding outside meetings attended. No reports were received from Supervisors.

Chairman Johansen called upon Administrator Osborne for the Administrator's report. The County Board received an update regarding the Clam Falls Dam from Administrator Osborne.

The County Board received an update from Administrator Osborne regarding the vacant Employee Relations Director Position. A recruitment firm will assist with the vacancy with plan to fill the vacancy in 4 months. Administrator Osborne wished Jerrick well.

The County Board received an overview from Administrator Osborne regarding the July storm noting the remarkable Emergency Management plans and efforts that occurred across the County. Administrator Osborne noted special recognition and thanks to the following for outstanding work after the storm: Chief Deputy Chad Roberts, Highway Commissioner Norby, Burnett County, Washburn County, Department of Natural Resources, National Guard, Wisconsin Emergency Management, and the many volunteers that provided assistance.

The County Board received information from Administrator Osborne regarding resources for resolution writing that are available to them, including: assistance with research, drafting, subject matter counsel, and/or legal counsel.

The County Board received an update from Administrator Osborne regarding the Trails Consultant. Requests for proposals closed Friday, August 16 with one proposal received to be reviewed.

A job offer was extended to a candidate for the Information Technology Director position. The candidate counter-offered and then subsequently declined the position. Administrator Osborne plans to use a headhunting firm with experience in recruiting Information Technology Directors to assist in the search. Interviews are scheduled for the Facilities Manager position.

Chairman Johansen called to the floor **Resolution No. 35-19**: Resolution in Support of Agriculture. Chairman Johansen called for a motion to adopt Resolution No. 35-19.

**Motion** (Masters/Nelson) to adopt Resolution No. 35-19. County Board engaged in discussion regarding the resolution. Corporation Counsel Malone provided information regarding County regulation related to Concentrated Animal Feeding Operations.

**Motion** (Prichard/Demulling) to table Resolution No. 35-19 until September Board meeting.

Debate/discussion ensued regarding said motion. Supervisor O'Connell called for a point of order, noting debate was not centering on Resolution No. 35-19. Chairman Johansen directed Supervisors to focus debate on Resolution. Supervisor Nelson asked for report from the Environmental Services Committee meeting regarding Resolution No. 35-19. Supervisor O'Connell reported Resolution No. 35-19 was recommended for passage to the County Board 5 to 1.

Chairman Johansen called for a roll call vote on the motion to table Resolution No. 35-19 until September County Board meeting. **Motion** to table Resolution No. 35-19 failed by roll call vote with 5 voting yes and 9 voting no (voting yes -to table: Supervisors Prichard, Edgell, Larsen, Bonneprise, and Demulling. Absent: Supervisor Jepsen).

Chairman Johansen called for a voice vote on the motion to adopt Resolution No. 35-19.

**Motion** to adopt Resolution No. 35-19 carried by majority voice vote.

**Resolution No. 35-19:** Resolution in Support of Agriculture adopted.

Chairman Johansen called to the floor **Resolution No. 32-19:** Disaster Declaration Resolution.

Chairman Johansen called for a motion to adopt Resolution No. 32-19.

**Motion** (Masters/Olson) to adopt Resolution No. 32-19. Chairman Johansen provided information to the County Board regarding the resolution.

Chairman Johansen called for a voice vote on the motion to adopt Resolution No. 32-19.

**Motion** to adopt Resolution No. 32-19 carried by unanimous voice vote.

**Resolution No. 32-19:** Disaster Declaration Resolution adopted.

Chairman Johansen called to the floor **Resolution No. 31-19:** Resolution to Establish a Separate Disaster Fund to Track Expenses Related to the July 19, 2019 Storm. Chairman Johansen called for a motion to adopt Resolution No. 31-19. **Motion** (Masters/Demulling) to adopt Resolution No. 31-19. Chairman Johansen called upon Supervisor Masters to provide information to the County Board regarding the resolution.

Chairman Johansen called for a voice vote on the motion to adopt Resolution No. 31-19.

**Motion** to adopt Resolution No. 31-19 carried by unanimous voice vote.

**Resolution No. 31-19:** Resolution to Establish a Separate Disaster Fund to Track Expenses Related to the July 19, 2019 Storm adopted.

Chairman Johansen called to the floor **Resolution No. 34-19:** Resolution to Adopt Master Fee Schedule for 2020 Budget Proposal. Chairman Johansen called for a motion to adopt Resolution No. 34-19. **Motion** (Demulling/Larsen) to adopt Resolution No. 34-19. Chairman Johansen called upon Supervisor Masters to provide information to the County Board regarding the resolution. County Board received fee schedule copies from Administrator Osborne and information as to changes in fees.

Board engaged in discussion regarding the resolution. Supervisor Arcand asked for clarification regarding the increase in some fees. Administrator Osborne provided information regarding fee increases/changes. Corporation Counsel Malone addressed questions regarding the increased 2020 Board of Adjustment hearing fee of \$750.00 (increase of \$250 for 2020).

**Motion** (Arcand/ ) to table Resolution No. 34-19 until a time certain. **Motion** failed for lack of a second. Chairman Johansen noted that fees can be amended up to the November budget

meeting. Administrator Osborne will have zoning provide explanation to the Supervisors as to how fee increases were calculated.

Chairman Johansen called for a voice vote on the motion to adopt Resolution No. 34-19.

**Motion** to adopt Resolution No. 34-19 carried by majority voice vote.

**Resolution No. 34-19:** Resolution to Adopt Master Fee Schedule for 2020 Budget Proposal adopted.

Time was given for Supervisors announcements.

Chairman Johansen called for a motion to adjourn. **Motion** (Demulling/Bonneprise) 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 9:53 p.m.

Respectfully submitted,

Sharon E. Jorgenson, Polk County Clerk



## POLK COUNTY, WISCONSIN

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### **\*\*THIRD AMENDED\*\* 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, August 20, 2019**

Special Session, 4:00 p.m. in the County Board Room at 100 Polk County Plaza, Balsam Lake, WI.

**3**After the Special Session, the Board will recess and reconvene for the Regular Business Meeting at 6:00 p.m. at the Unity School District's Performing Arts Center at 1908 150<sup>th</sup> St. Balsam Lake, WI

Open Session

- <sup>1</sup>Matters Added or Struck by Initial Amended Notice of Meeting
- <sup>2</sup>Matters Struck by Second Amended Notice of Meeting

#### Order of Business:

1. Call to Order
2. Receipt of Evidence and Opinion of Proper Notice
3. Roll Call
4. Committee of the Whole - 4:00 p.m.
  - a. Presentation from ECCO International Regarding Use of Consulting Services for 360 Evaluation for Administrator  
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, but it may direct county staff to take preliminary actions on noticed 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.
  - b. Adjournment of Committee of the Whole  
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:
5. Reconvene as County Board in Special Session
6. Motion to Act on Matters Considered in Special Session and Recommended by the Committee of the Whole, as noticed in number 1, above
7. Discussion and Possible Recommendations Regarding 360 Evaluation Performance Review Process for County Administrator

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

Pursuant to Wisconsin Statute Sections 19.36 (10)(d) and 19.85(1)(c) and (e), the Board of Supervisors may convene in closed session for the purpose of deliberating on and formulating recommendations concerning establishing a 360 degree evaluation process for the County

## Polk County Board of Supervisors

Administrator. Any action on such matter will remain closed and/or sealed, pursuant to Sections 19.36 (10)(d) and 19.85(1)(c) and (e), until the County Board of Supervisors takes action to finalize said performance goals and evaluation process.

Following said closed session, the County Board will convene in open session to consider and act upon matters noticed herein for consideration or action in open session or closed session.

8. Recess until Regular Business Meeting
9. Call to Order – Regular Business Meeting 6:00 p.m.
10. Roll Call
11. Pledge of Allegiance
12. Time of Reflection
13. Approval of Agenda
14. Matters Offered For Adoption on Consent Agenda:
  - a. Consideration/corrections to the published minutes from July 16, 2019 County Board Meeting
  - b. Resolution No. 29-19: Resolution to Grant a Zoning District Change and to Amend Zoning District Map for Town of Alden –Note: Copy with required signatures will be presented at the meeting
15. Public Comments –3 minutes per person –not to exceed 30 minutes total
16. West Central Wisconsin Regional Planning Presentation
17. Workforce Marketing Campaign Presentation – Vince Netherland
18. County Board Chair Report
  - a. Supervisor’s Reports from Outside Committee Meetings Attended
19. July Storm Damage and Response – Chad Roberts
20. July Storm Damage – Public Works Update – Emil Norby
21. Overview of Lime Quarry Presentation – Administrator Osborne
22. Lime Quarry Analysis Presentation – Clifton Larson Allen
- ~~23. <sup>1</sup>Power Point Presentation Regarding Clam Falls Dam – Administrator Osborne~~
24. Administrator’s Report, Nick Osborne
  - a. Clam Falls Dam Update
  - b. Employee Relations Director Position Update
  - c. July Storm Overview
  - d. Resources for Resolution Writing
  - e. Trails Consultant Update
  - f. Status of Strategic Positions
    - i. <sup>3</sup>Possible Appointment of Information Technology Director
  - g. Other
25. Proposed Resolution and Ordinances:

On Report and Request of Environmental Services Committee:

  - a. Resolution No. 35-19: Resolution in Support of Agriculture
  - ~~b. <sup>2</sup>Resolution No. 33-19: Resolution Creating Polk County Ordinance Regarding Temporary Moratorium on Livestock Facilities~~

On Report and Request of Public Safety and Highway Committee and General Government Committee:

  - c. Resolution No. 32-19: Disaster Declaration Resolution

## Polk County Board of Supervisors

On Report and Request of General Government Committee:

- d. Resolution No. 31-19: Resolution to Establish a Separate Disaster Fund to Track Expenses Related to the July 19, 2019 Storm
  - e. Resolution No. 34-19: Resolution to Adopt Master Fee Schedule for 2020 Budget Proposal
26. Supervisors Announcements
27. Adjourn

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



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### **\*\*SECOND AMENDED\*\* 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, August 20, 2019**

Special Session, 4:00 p.m. Regular Business Meeting, 6:00 p.m.  
Open Session

- <sup>1</sup>Matters Added or Struck by Initial Amended Notice of Meeting
- <sup>2</sup>Matters Struck by Second Amended Notice of Meeting

#### Order of Business:

1. Call to Order
2. Receipt of Evidence and Opinion of Proper Notice
3. Roll Call
4. Committee of the Whole - 4:00 p.m.
  - a. Presentation from ECCO International Regarding Use of Consulting Services for 360 Evaluation for Administrator

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, but it may direct county staff to take preliminary actions on noticed 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.

- b. Adjournment of Committee of the Whole

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:

5. Reconvene as County Board in Special Session
6. Motion to Act on Matters Considered in Special Session and Recommended by the Committee of the Whole, as noticed in number 1, above
7. Discussion and Possible Recommendations Regarding 360 Evaluation Performance Review Process for County Administrator

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

Pursuant to Wisconsin Statute Sections 19.36 (10)(d) and 19.85(1)(c) and (e), the Board of Supervisors may convene in closed session for the purpose of deliberating on and formulating recommendations concerning establishing a 360 degree evaluation process for the County Administrator. Any action on such matter will remain closed and/or sealed, pursuant to Sections 19.36 (10)(d) and 19.85(1)(c) and (e), until the County Board of Supervisors takes action to finalize said performance goals and evaluation process.

## Polk County Board of Supervisors

Following said closed session, the County Board will convene in open session to consider and act upon matters noticed herein for consideration or action in open session or closed session.

8. Recess until Regular Business Meeting
9. Call to Order – Regular Business Meeting 6:00 p.m.
10. Roll Call
11. Pledge of Allegiance
12. Time of Reflection
13. Approval of Agenda
14. Matters Offered For Adoption on Consent Agenda:
  - a. Consideration/corrections to the published minutes from July 16, 2019 County Board Meeting
  - b. Resolution No. 29-19: Resolution to Grant a Zoning District Change and to Amend Zoning District Map for Town of Alden –Note: Copy with required signatures will be presented at the meeting
15. Public Comments –3 minutes per person –not to exceed 30 minutes total
16. West Central Wisconsin Regional Planning Presentation
17. Workforce Marketing Campaign Presentation – Vince Netherland
18. County Board Chair Report
  - a. Supervisor’s Reports from Outside Committee Meetings Attended
19. July Storm Damage and Response – Chad Roberts
20. July Storm Damage – Public Works Update – Emil Norby
21. Overview of Lime Quarry Presentation – Administrator Osborne
22. Lime Quarry Analysis Presentation – Clifton Larson Allen
- ~~23. <sup>1</sup>Power Point Presentation Regarding Clam Falls Dam – Administrator Osborne~~
24. Administrator’s Report, Nick Osborne
  - a. Clam Falls Dam Update
  - b. Employee Relations Director Position Update
  - c. July Storm Overview
  - d. Resources for Resolution Writing
  - e. Trails Consultant Update
  - f. Status of Strategic Positions
  - g. Other
25. Proposed Resolution and Ordinances:
  - On Report and Request of Environmental Services Committee:
    - a. Resolution No. 35-19: Resolution in Support of Agriculture
    - ~~b. <sup>2</sup>Resolution No. 33-19: Resolution Creating Polk County Ordinance Regarding Temporary Moratorium on Livestock Facilities~~
  - On Report and Request of Public Safety and Highway Committee and General Government Committee:
    - c. Resolution No. 32-19: Disaster Declaration Resolution
  - On Report and Request of General Government Committee:
    - d. Resolution No. 31-19: Resolution to Establish a Separate Disaster Fund to Track Expenses Related to the July 19, 2019 Storm

## Polk County Board of Supervisors

- e. Resolution No. 34-19: Resolution to Adopt Master Fee Schedule for 2020 Budget Proposal
- 26. Supervisors Announcements
- 27. Adjourn

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### **\*\*AMENDED\*\* Notice of Meeting and Agenda**

### **Polk County Board of Supervisors**

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Open Session

<sup>1</sup> Matters Added or Struck by Initial Amended Notice of Meeting

#### Order of Business:

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- b. Adjournment of Committee of the Whole

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

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## Polk County Board of Supervisors

26. Supervisors Announcements

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  - b. Resolution No. 29-19: Resolution to Grant a Zoning District Change and to Amend Zoning District Map for Town of Alden –Note: Copy with required signatures will be presented at the meeting
15. Public Comments –3 minutes per person –not to exceed 30 minutes total
16. West Central Wisconsin Regional Planning Presentation
17. Workforce Marketing Campaign Presentation – Vince Netherland
18. County Board Chair Report
  - a. Supervisor’s Reports from Outside Committee Meetings Attended
19. July Storm Damage and Response – Chad Roberts
20. July Storm Damage – Public Works Update – Emil Norby
21. Overview of Lime Quarry Presentation – Administrator Osborne
22. Lime Quarry Analysis Presentation – Clifton Larson Allen
23. Power Point Presentation Regarding Clam Falls Dam – Administrator Osborne
24. Administrator’s Report, Nick Osborne
  - a. Clam Falls Dam Update
  - b. Employee Relations Director Position Update
  - c. July Storm Overview
  - d. Resources for Resolution Writing
  - e. Trails Consultant Update
  - f. Status of Strategic Positions
  - g. Other
25. Proposed Resolution and Ordinances:
  - On Report and Request of Environmental Services Committee:
    - a. Resolution No. 35-19: Resolution in Support of Agriculture
    - b. Resolution No. 33-19: Resolution Creating Polk County Ordinance Regarding Temporary Moratorium on Livestock Facilities
  - On Report and Request of Public Safety and Highway Committee and General Government Committee:
    - c. Resolution No. 32-19: Disaster Declaration Resolution
  - On Report and Request of General Government Committee:
    - d. Resolution No. 31-19: Resolution to Establish a Separate Disaster Fund to Track Expenses Related to the July 19, 2019 Storm
    - e. Resolution No. 34-19: Resolution to Adopt Master Fee Schedule for 2020 Budget Proposal
26. Supervisors Announcements
27. Adjourn

## Polk County Board of Supervisors

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



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

**Minutes of the Regular Meeting of the Board of Supervisors**  
**Tuesday, July 16, 2019**

Chairman Johansen called the July 16, 2019 regular session of the Polk County Board of Supervisors to order at 6:00 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 (July 5, 2019). In addition, the Office of the County Clerk distributed on July 5, 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 Amended notice of meeting was posted in the Government Center Building in two places, posted on the County website (July 9, 2019), and published in a legal newspaper in accordance with Wisconsin Statute Section 985.02 the week of July 8, 2019. ). In addition, the Office of the County Clerk distributed on July 9, 2019 copies of the amended agenda 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 from Assistant Corporation Counsel Loso that the initial advance written notice and the amended agenda, 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. Fourteen County Board Supervisors were present representing a quorum. Absent and excused was Supervisor Jepsen.

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

Chairman Johansen called to the floor for a time of reflection. Supervisor Demulling offered a time of reflection reminding everyone to enjoy every day you have. Chairman Johansen voiced thoughts and well wishes to Supervisor Jepsen who is in the hospital.

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

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 June 18, 2019 County Board session adopted as published.

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

Time was given for the County Board Chairperson's report. The County Board received information regarding a recent Laketown Town meeting attended by the Chairman regarding CAFO (Concentrated animal feeding operation) hog farms that may come into Laketown Town (Polk County) and Trade Lake Town (Burnett County). The Town of Laketown may pursue a moratorium.

Time was given for Supervisor's reports regarding outside meetings attended. The County Board received information on outside meetings attended from Supervisors Route, Nelson, Masters, Bonneprise, and Demulling.

Administrator Osborne announced the appointment of Steve Arduser to the regular seat of Board of Adjustment for the term ending July 1, 2022. Chairman Johansen called for a motion to confirm said appointment.

**Motion** (Bonneprise/Demulling) to confirm appointment of Steve Arduser to the regular seat of Board of Adjustment. Supervisor Nelson noted for the record that he would abstain from voting on the confirmation of appointment due to his business and subsequent transactions with the Board of Adjustment. Chairman Johansen called for a voice vote on the motion to confirm said appointment. **Motion** to confirm appointment of Steve Arduser to the regular seat of Board of Adjustment for the term ending July 1, 2022 carried by majority voice vote with Supervisor Nelson abstaining from voting.

Chairman Johansen called upon Administrator Osborne for the Administrator's report. The County Board received information regarding request for proposals that are out for a consultant to assist with the Stower Seven Lakes Trail Master Plan. The Wisconsin State Budget has been passed with an additional \$30 million dollars allocated to fund child welfare which is favorable for Counties.

Administrator Osborne noted the update regarding the status of Green Whey will be made in Committee of the Whole.

The County Board received a PowerPoint presentation and information from Administrator Osborne regarding the 2019 annual report on the condition of the county.

Chairman Johansen called for a motion to convene as Committee of the Whole at 6:50 p.m. **Motion** (Edgell/LaBlanc) 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 received information and presentations from Northwestern Wisconsin Electric Company representative Dave Dahlberg and Renewable World Energies representative Tom Berutti and engaged in discussion regarding the Clam Falls Dam offer.

Committee of the Whole received a presentation and information regarding GreenWhey Energy from Joe Burke, representative from Viresco. Administrator Osborne announced that Rugby Capital, another party previously interested in GreenWhey, would not be presenting to the County Board.

Assistant Corporation Counsel Loso provided information to the County Board regarding parliamentary procedure during Committee of the Whole.

Chairman Johansen called for a motion to adjourn Committee of the Whole session and reconvene in legislative session of the Board. **Motion** (Nelson/Arcand) 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 8:16 p.m.

Chairman Johansen called for a motion to take a recess at 8:16 p.m. **Motion** (Bonneprise/Demulling) to take a ten minute recess. Chairman Johansen called for a voice vote on said motion. **Motion** to take a ten minute recess carried by unanimous voice vote.

Chairman Johansen called for a motion for the County Board to reconvene back into legislative session at 8:29 p.m. **Motion** Bonneprise/Route to reconvene in legislative session at 8:29 p.m. Chairman Johansen called for a voice vote on said motion. **Motion** carried by unanimous voice vote.

Chairman Johansen called the County Board back into legislative session at 8:29 p.m.

Chairman Johansen called for a motion to bring the Clam Falls Dam offer to the floor for action (2/3 majority vote needed). **Motion** (Nelson/O'Connell) to bring Clam Falls offer to the floor for action. Chairman Johansen called for a voice vote on said motion.

**Motion** to bring Clam Falls Dam offer to the floor for action carried by majority voice vote with 2 dissenting.

**Motion** (Masters/Larsen) to deny the Clam Falls Dam offer presented by Northwestern Wisconsin Electric and Renewable World Energies in Committee of the Whole.

Chairman Johansen called for a roll call vote on the motion to deny the Clam Falls Dam Offer.

**Motion** to deny offer FAILED by roll call vote with 6 voting to deny Clam Falls Dam offer, 8 voting to continue discussion/consideration of the Clam Falls Dam offer, and one absent (Voting to deny the offer: Supervisors Route, Masters, Prichard, Larsen, Demulling, and Johansen. Absent – Supervisor Jepsen).

**Motion** (Nelson/Arcand) to have staff develop a resolution regarding the Clam Falls Dam proposal/offer to be presented at General Government Committee and presented to County Board in August. Chairman Johansen called for a roll call vote on said motion. **Motion** carried by roll call vote with 13 voting for, 1 against (Michael Larsen voting against) and 1 absent (Supervisor Jepsen absent).

Chairman Johansen called to the floor Resolution No. 28-19: Resolution in Support of Telecommuting Opportunities and Telecommuter Forward Certification. Chairman Johansen called upon Economic Development Corporation Director Netherland to provide information regarding the resolution to the committee.

Chairman Johansen called for a motion regarding Resolution No. 28-19.

**Motion** (Route/Masters) to adopt Resolution No. 28-19. Chairman Johansen called for a voice vote on the motion to adopt Resolution No. 28-19.

**Motion** to adopt Resolution No. 28-19 carried by unanimous voice vote.

**Resolution No. 28-19:** Resolution in Support of Telecommuting Opportunities and Telecommuter Forward Certification adopted.

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

**Motion** (Larsen/Demulling) to convene in closed session for purposes and on statutory basis pursuant to Wisconsin Statute Sections 19.85 (1)(e) and 19.85(1)(g) 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 8:51 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, Michael Larsen, Jay Luke, Russ Arcand, Joe Demulling, John Bonneprise and Chairman Johansen. Also present were, Sharon Jorgenson, County Clerk; Joseph Loso, Assistant Corporation Counsel; Administrator Nick Osborne, and Chad Roberts, Chief Deputy.

\*Reconvened in Open session: 9:38 p.m.

Chairman Johansen called to the floor for a motion regarding moving Resolution No. 30-19 to the floor for action or adoption. **Motion** (Arcand/Masters) to move Resolution No. 30-19: Resolution to Resolve the Real Property Tax Owed by GreenWhey Energy, Inc. to the floor for action or adoption. Chairman Johansen called for a voice vote on said motion. **Motion** carried by unanimous voice vote (2/3 majority needed).

Chairman Johansen called to the floor Resolution No. 30-19: Resolution to Resolve the Real Property Tax Owed by GreenWhey Energy Inc.

Chairman Johansen called for a motion regarding Resolution No. 30-19.

**Motion** (Arcand/Larsen) to adopt Resolution No. 30-19.

**Motion** (Masters/Bonneprise) to amend Resolution No. 30-19 on line 47 adding "monthly" between "equal" and "installments". Line 47 as amended, would read "and will be in equal "monthly" installments". Chairman Johansen called for a voice vote on said amendment.

**Motion** to amend as stated carried by unanimous voice vote.

Chairman Johansen called for a voice vote on the motion to adopt Resolution No. 30-19 as amended.

**Motion** to adopt Resolution No. 30-19 as amended carried by unanimous voice vote.

Resolution No. 30-19: Resolution to Resolve the Real Property Tax Owed by Green Whey Energy Inc. adopted as amended.

Time was given for Supervisors announcements.

Chairman Johansen called for a motion to adjourn. **Motion** (Bonneprise/Demulling) 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 9:50 p.m.

Respectfully submitted,

Sharon E. Jorgenson, Polk County Clerk

1 RESOLUTION 29-2019

2 Resolution to Grant a Zoning District Change & to Amend Zoning District Map for Town of Alden

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

4 Ladies & Gentleman

5 WHEREAS, Erik & Emily Loverude have petitioned the Polk County Board of Supervisors  
6 requesting that two parcels of real estate be rezoned Agricultural 10 District, thereby removing  
7 said parcel from the Residential-Agricultural 5 District; and

8 WHEREAS, the Town Board of Alden has not objected to said District Change; and

9 WHEREAS, a public hearing was held on Wednesday, July 10, at 10:00am, at the Polk County  
10 Government Center by the Environmental Services Committee of the Polk County Board of  
11 Supervisors as required by the provisions of Wisconsin Statute Section 59.69(5)(e) regarding said  
12 District Change; and

13 WHEREAS, at said public hearing objections were filed with regard to said proposed Zoning  
14 District Change; and

15 WHEREAS, the Environmental Services Committee of the Polk County Board of Supervisors  
16 has reviewed said proposed Zoning District Change, and has recommended that the Polk County  
17 Board of Supervisors grant said proposed change.

18 NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors grant the  
19 proposed zoning change.

20 BE IT FURTHER RESOLVED that, pursuant to Wisconsin Statute Section 59.69(5)(e), the Polk  
21 County Board of Supervisors does hereby amend the Polk County Comprehensive Land Use  
22 Ordinance to provide that the following described parcel of real estate be removed from the  
23 Residential-Agricultural 5 District and be rezoned to the Agricultural 10 District: Lot 1+2, CSM  
24 #6930, recorded in Volume 31/ Page 174, SW ¼ of the SE ¼, Section 2/T32N/R17W, Town of  
25 Alden, parcel #002-00042-0000 & 002-00042-0100, 39.9 acres

26 BE IT FURTHER RESOLVED that said district change to be recorded on the Zoning District  
27 map of the Town of Alden, which is on file in the office of the Polk County Zoning  
28 Administrator pursuant to Section 10.4.1 of the Polk County Comprehensive Land Use  
29 Ordinance.

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

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

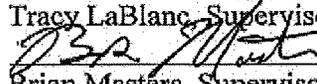
\_\_\_\_\_  
James Edgell, Supervisor, District #8

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

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

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

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

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

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Michael Prichard, Supervisor, District #7

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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

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Russell Arcand, Supervisor, District #13

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

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

*County Administrator's Note:*

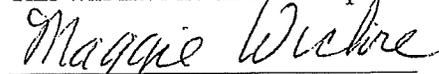
This resolution changes the zoning classification for two parcels. The proposed business would still need to obtain a conditional use permit from Polk County to operate. These decisions are both considered matters of policy.



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

*Fiscal Impact Note:*

This will have no financial impact on the 2019 Polk County Budget.



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

Approved as to Form and Execution:



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

*Legal Impact Note:*

This Resolution will have no legal impact other than the stated zoning change to the specified parcels

Excerpt of Minutes

31 At its regular business meeting on the 20th of August, 2019, the Polk County Board of

32 Supervisors acted upon Resolution No. 29-19: Resolution to Grant a Zoning District Change  
33 and to Amend Zoning District Map for the Town of Alden, by a ~~simple majority~~ vote of     in  
34 favor and     against. *unanimous voice*

- 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*      *Sharon E. Jorgenson*  
Dean Johansen, County Board Chairperson      Sharon Jorgenson, County Clerk

Executive Summary

If approved, this resolution will change the zoning classification of two parcels or 39.9 acres from Residential Agricultural 5 to Agricultural 10. This rezone is compatible with the Polk County Comprehensive Plan, and is supported by the Town of Alden and Environmental Services Committee.

**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. 29-19: Resolution to Grant a Zoning District Change and to Amend Zoning District Map for Town of Alden adopted by the Polk County Board of Supervisors at its regular business meeting held on August 20, 2019.



Sharon E. Jorgenson, Polk County Clerk

Date

8/20/19

RESOLUTION IN SUPPORT OF AGRICULTURE

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

Ladies and Gentlemen:

WHEREAS agriculture has always played a vital role in the success of Polk County, and

WHEREAS agriculture accounts for over 16%of the counties total income, and

WHEREAS agriculture accounts for 20% of all jobs in Polk County, and

WHEREAS agriculture generates over 27%of the counties total economic activity, and

WHEREAS the top five agriculture commodities have sales of 159 million.

NOW, THEREFORE, BE IT RESOLVED, that the Polk County Board of Supervisors supports and encourages all types and sizes of agriculture as long as they comply with all rules, regulations and guidelines set forth by oversite agencies.

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

Doug Route  
Doug Route, Supervisor, District #2

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

Chris Nelson  
Chris Nelson, Supervisor, District #4

Tracy LaBlanc  
Tracy LaBlanc, Supervisor, District #5

Brian Masters  
Brian Masters, Supervisor, District #6

Michael Prichard  
Michael Prichard, Supervisor, District #7

James Edgell  
James Edgell, Supervisor, District #8

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

Larry Jepsen  
Larry Jepsen, Supervisor, District #10

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

Michael Larsen  
Michael Larsen, Supervisor, District #12

Russell Arcand  
Russell Arcand, Supervisor, District #13

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

Joe Demulling  
Joe Demulling, Supervisor, District #15

County Administrator's Note:

*County Administrator's Note:*

Agriculture is important to the overall success of the Polk County economy. However, strictly speaking, the subject of the resolution is a matter of policy.

Nick Osborne

Nick Osborne  
County Administrator

*Fiscal Impact Note:*

This resolution supporting agriculture has no financial impact to the Polk County Budget.

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 states a general policy position of the Board but does not have any legal impact.

Excerpt of Minutes

18 At its regular business meeting on the 20 of Aug 2019, the Polk County  
19 Board of Supervisors acted upon Resolution No. 35-19; Resolution  
20 \_\_\_\_\_  
21 \_\_\_\_\_  
22 \_\_\_\_\_

- voice vote*
- 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

This resolution demonstrates our appreciation to all the men, women, and families who put healthy affordable food on our table, and who make a large contribution to Polk County's economy while encouraging young people in agriculture to stay in our County rather than leave our county.

**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. 35-19: Resolution in Support of Agriculture adopted by the Polk County Board of Supervisors at its regular business meeting held on August 20, 2019.

  
Sharon E. Jorgenson, Polk County Clerk

*8/20/19*  
Date

**COUNTY OF POLK DISASTER DECLARATION**

**WHEREAS**, a disaster, of straight-line winds commencing on Friday, July 19, 2019 has struck Polk County, Wisconsin; and

**WHEREAS**, because of such emergency conditions, the County of Polk is unable to meet with promptness; and

**WHEREAS**, pursuant to sections **323.11** and **323.14 (4)(b)** of the Wisconsin State Statutes it is necessary and expedient for the health, safety, welfare and good order to proclaim that emergency conditions exist.

**IN TESTIMONY WHEREOF** I have hereunto set my hand and have caused the great seal of Polk County to be affixed.

Done at the Polk County Justice Center July 20, 2019.

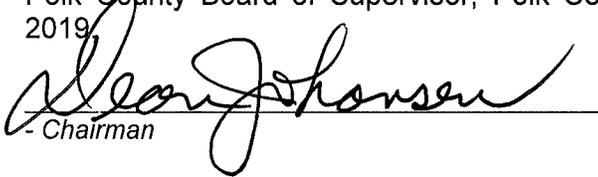
  
Chief Elected Official: County Board Chairman

**RATIFICATION / ALTERATION / MODIFICATION / REPEAL**

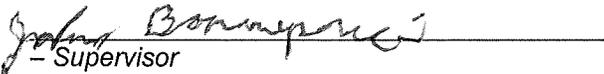
Ratified by Resolution No. 32-19 of the County of Polk Board on the 20 day of August, 2019 by a vote of 15 for, 0 against.

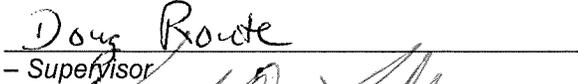
**RESPECTFULLY SUBMITTED BY:**

Polk County Board of Supervisor, Polk County, Wisconsin. Adopted August 20, 2019.

  
- Chairman

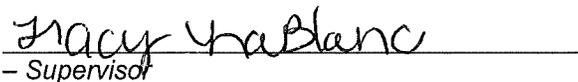
- Vice Chair

  
- Supervisor

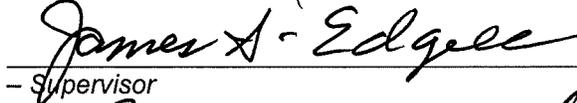
  
- Supervisor

  
- Supervisor

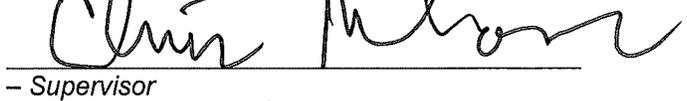
  
- Supervisor

  
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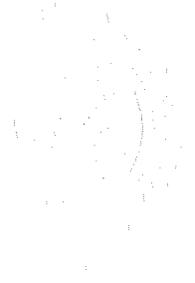
- Supervisor

\_\_\_\_\_  
- Supervisor

I **HEREBY**, attest that the Polk County Board duly adopted the foregoing Resolution at a legal meeting on August 20, 2019.

*Sharon E. Jorgenson*  
- County Clerk

Corporate  
Seal



**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. 32-19: Disaster Declaration Resolution adopted by the Polk County Board of Supervisors at its regular business meeting held on August 20, 2019.

 8/20/19

Sharon E. Jorgenson, Polk County Clerk

Date

Resolution No. 31 -19

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RESOLUTION TO ESTABLISH A SEPARATE DISASTER FUND TO TRACK EXPENSES RELATED TO THE JULY 19, 2019 STORM

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

Ladies and Gentlemen:

WHEREAS, Polk County experienced widespread damage associated with the July 19, 2019 storm; and

WHEREAS, Polk County will incur expenses related to employee overtime, equipment, materials, and use of private contractors to clear debris from rights of way and tree debris removal sites; and

WHEREAS, it is anticipated that Polk County may be eligible for some amount of storm related cost reimbursement and a separate fund will help keep expenses separate, distinct and easily identifiable; and

WHEREAS, Polk County Financial Policies require that the County Board must approve establishing a new financial fund; and

WHEREAS, a storm related fund will help auditors more easily examine storm related activities when completing the 2019 audit; and

NOW, THEREFORE, BE IT RESOLVED, that the Polk County Board of Supervisors authorize the establishment of a separate fund to account for storm related expenses.

BY: \_\_\_\_\_  
Brad Olson, Supervisor, District #1  
\_\_\_\_\_ James Edgell, Supervisor, District #8  
\_\_\_\_\_ Kim O'Connell, Supervisor, District #9  
Doug Route, Supervisor, District #2  
\_\_\_\_\_ Larry Jepsen, Supervisor, District #10  
Dean Johansen, Chair,  
Supervisor, District #3,  
\_\_\_\_\_ Jay Luke, 1<sup>st</sup> Vice Chair,  
Supervisor, District #11  
\_\_\_\_\_ Michael Larsen, Supervisor, District #12  
Chris Nelson, Supervisor, District #4  
\_\_\_\_\_ Russell Arcand, Supervisor, District #13  
*Tracy LaBlanc*  
Tracy LaBlanc, Supervisor, District #5  
\_\_\_\_\_ John Bonneprise, 2<sup>nd</sup> Vice Chair,  
\_\_\_\_\_ Michael Prichard, Supervisor, District #7  
\_\_\_\_\_ Brian Masters, Supervisor, District #6

Supervisor, District #14

Joe Demulling, Supervisor, District #15

*County Administrator's Note:*

Establishing a separate fund to track storm related activities is consistent with best practice, County Policy, and guidance from our auditors.

Recommended

Nick Osborne

Nick Osborne  
County Administrator

*Fiscal Impact Note:*

A capital project fund will be used to track the storm damage expenses covered by the general fund unassigned fund balance. Total amount of fund balance required will depend on if qualified costs reach the threshold of \$167,084 and, at that time, Polk County can pursue partial reimbursements from the State of Wisconsin.

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 has no legal impact other than to require the creation of the separate account for expense tracking.

Excerpt of Minutes

28 At its regular business meeting on the 20 of Aug 2019, the Polk County

29 Board of Supervisors acted upon Resolution No. 31 -19: Resolution

30 \_\_\_\_\_

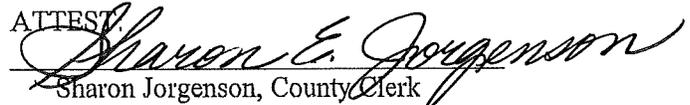
31 \_\_\_\_\_

32 \_\_\_\_\_

- 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

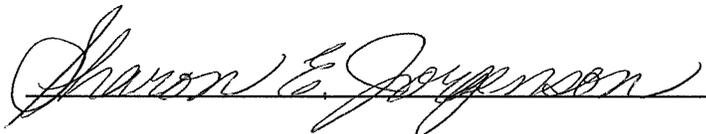
On July 19, 2019, Polk experienced severe weather that resulted in an unprecedented number of downed trees and property damage. The County has already expended overtime and equipment associated with the response and it is anticipated that there will be significant expenses related to hiring private contractors to clear trees from highway rights of way and general debris clean up. Establishing a separate financial account will enable transparency and if it is possible to attain reimbursement, it will aid staff in identifying storm related costs.

**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. 31-19: Resolution to Establish a Separate Disaster Fund to Track Expenses Related to the July 19, 2019 Storm adopted by the Polk County Board of Supervisors at its regular business meeting held on August 20, 2019.

 8/20/19

Sharon E. Jorgenson, Polk County Clerk

Date

Resolution No. 34-19

Resolution to Adopt Master Fee Schedule for 2020 Budget Proposal

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

Ladies and Gentlemen:

WHEREAS, pursuant to the Polk County Financial Policies, Section 5.1 Budget Preparation and Execution, the Polk County Board of Supervisors adopts a fee schedule that incorporates any fees or charges, including fees for services over which the County Board has discretion; and

WHEREAS, consistent with said policy, the departments have submitted their respective fee data consisting of past year fee rate, current year fee rate, proposed rate, past year actual revenues, current year projected revenues, forward year estimated revenues and an estimate of the actual costs of providing the service to which the fee relates; and

WHEREAS, upon review of the data received, the County Administrator recommends the Polk County Board of Supervisors adopt the Master Fee Schedule, as attached hereto and incorporated herein, for purposes of the 2020 operating and capital budget recommendation.

NOW, THEREFORE, BE IT RESOLVED, that the Polk County Board of Supervisors approves the Master Fee Schedule attached hereto and incorporated herein for purposes of inclusion and incorporation in the 2020 budget recommendation by the County Administrator.

NOW, THEREFORE, BE IT RESOLUTED, that Land and Water has requested that a single new fee called: Plan Review Fee Amended Plans industrial sand/quarry become an adopted fee for immediate use in 2019.

BE IT FURTHER RESOLVED, that the projected revenues from those fees reflected in said schedule shall be incorporated into the 2020 proposed budget and both fees and revenues therefrom may be amended in the same manner as said proposed budget.

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

\_\_\_\_\_  
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

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:*

The 2020 revenues are dependent on the attached fees charged. According to 2.04 of that policy section, "unless directed otherwise by the County Board, the fee must equal the cost of providing the good or service".

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 satisfied the County Financial Policy requirement, but does not have a further legal impact.

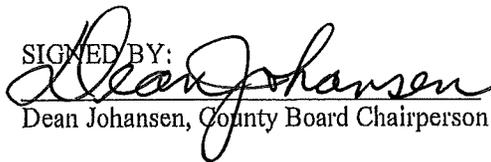
Excerpt of Minutes

34 At its regular business meeting on the 20 of Aug. 2019, the Polk County Board of  
35 Supervisors acted upon Resolution No. 34-19: Resolution  
36 \_\_\_\_\_  
37 \_\_\_\_\_

- Adopted by a majority of <sup>voice vote</sup> 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

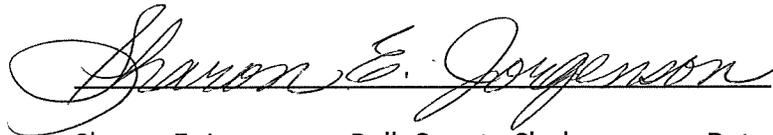
This resolution includes recommended changes to Polk County's fee schedule. Consistent with the budget process used in past years, the fee schedule is considered by the County Board first and then included in the proposed budget.

**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. 34-19: Resolution to Adopt Master Fee Schedule for 2020 Budget Proposal adopted by the Polk County Board of Supervisors at its regular business meeting held on August 20, 2019.

 8/20/19

Sharon E. Jorgenson, Polk County Clerk

Date



Resolution No. 34-19  
Resolution to Adopt Master Fee Schedule for 2020 Budget Proposal  
County Board August 20, 2019

# **Fee Schedules**

# **2020 Budget**

# Environmental Services



## Fee Schedule

Department: Register of Deeds

Completed By: Sally L. Spanel

Date Completed: 7/22/2019

Type of Fee	2014 Fee Rate	2015 Fee Rate	2016 Fee Rate	2017 Fee Rate	2018 Fee Rate	2019 Fee Rate	2020 Fee Rate	Comments	2018 Actual Revenues	2019 Estimated Revenues	2020 Estimated Revenues
Recording/Filing Real Estate Docs	30.00	30.00	30.00	30.00	\$ 30.00	\$ 30.00	\$ 30.00	Fees are Statutorily	\$250,000.00	\$260,000.00	
Plats-Subdivision/Cemetery/Condo	50.00	50.00	50.00	50.00	\$ 50.00	\$ 50.00	\$ 50.00	Controlled.		\$100.00	
Transportation Project Plats	25.00	25.00	25.00	25.00	\$ 25.00	\$ 25.00	\$ 25.00	Per WI SS 59.43 & WI SS 69		\$0.00	
Copies of R.E. Documents: per page/add page	\$2.00 + \$1.00	\$2.00 + \$1.00	\$2.00 + \$1.00	\$2.00 + \$1.00	\$2.00 + \$1.00	\$2.00+\$1.00	\$2.00+\$1.00				
Vital Record Copies: per copy/add copy	\$20.00 + \$3.00	\$20.00 + \$3.00	\$20.00 + \$3.00	\$20.00 + \$3.00	\$20.00 + \$3.00	\$20.00+\$3.00	\$20.00+\$3.00	Revenues = County Share Only		\$26,500.00	
R.E. Transfer Fees (\$3 per \$1,000)	3 per 1,000	3 per 1,000	3 per 1000	\$3 per 1,000	\$3 per 1,000	\$3 per 1,000	\$3 per 1,000	Revenues = County Share Only	\$120,000.00	\$150,000.00	
Laredo Subscription & Copy Fees	n/a	n/a	n/a	\$85-\$410*	\$85-\$410	\$85-\$410	\$85-\$410	Revenues = County Share Only		\$30,000.00	
Tapestry Search Fees & Copy Fees	n/a	n/a	n/a	\$6.95 + copy*	\$6.95 + copy	\$6.95 + copy	\$6.95 + copy	Revenues = County Share Only		\$14,000.00	
Official Records On-Line					n/a	\$11.00	\$11.00	On-line Fee (\$10) & Postage (\$1)			
*2017: Sept-Dec revenue											

Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?

When is the last time there was an increase in fees?

## Fee Schedule

Department: UW-EXTENSION  
 Completed By: Kristen Bruder  
 Date Completed: 7/25/2019

Type of Fee	2014 Fee Rate	2015 Fee Rate	2016 Fee Rate	2017 Fee Rate	2018 Fee Rate	2019 Fee Rate	2020 Fee Rate	Comments	2018 Estimated Revenues	2019 Estimated Revenues	2020 Estimated Revenues
Education Workshops/person - material costs	10.00-30.00	10.00-30.00	10.00-30.00	10.00-30.00	10.00-40.00	10.00-40.00	10.00-40.01				\$100.00
Pesticide Applicator Trainin/person - material costs	35	35	35.00	35.00	35.00	\$ 35.00	\$ 35.00				\$20.00
Master Gardener Training							\$ 50.00				uncertain is 2020

Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?

The cost of all programs within Extension are based on actual material cost.

When is the last time there was an increase in fees?

Fees are based on actual cost of materials.

## Fee Schedule

Department: Land and Water  
 Completed By: Tim Ritten  
 Date Completed: 7/25/2019

Type of Fee	2014 Fee Rate	2015 Fee Rate	2016 Fee Rate	2017 Fee Rate	2018 Fee Rate	2019 Fee Rate	2020 Fee Rate	Comments	2018 Estimated Revenues	2019 Estimated Revenues	2020 Estimated Revenues
Manure Pit Permit Fee	619.00	619.00	638.00	655.00	675.00	\$ 695.00	\$714.00		\$675.00	\$695.00	\$714.00
<b>Nonmetallic Mining Reclamation</b>											
Inactive fee			100.00	100.00	100.00	\$ 100.00	\$103.00				
1-5 acres	180.00	180.00	180.00	180.00	185.00	\$ 190.00	\$200.00				
6-10 acres	361.00	361.00	361.00	371.00	386.00	\$ 400.00	\$411.00				
11-15 acres	541.00	541.00	541.00	556.00	582.00	\$ 600.00	\$616.00				
16-25 acres	722.00	722.00	722.00	741.00	777.00	\$ 800.00	\$822.00				
26-50 acres	835.00	835.00	835.00	858.00	900.00	\$ 925.00	\$950.00				
51+ acres	897.00	897.00	897.00	921.00	967.00	\$ 995.00	\$1,022.00				
New Mine Reclamation Plan Review Fee	516.00	516.00	516.00	530.00	560.00	\$ 577.00	\$593.00		\$22,000.00	\$23,000.00	\$26,000.00
Plan Review Fee for Amended Plans sand/gravel					370.00	\$ 380.00	\$390.00				
Expedited New Mine Reclamation Plan Review Fee	2062.00	2062.00	2062.00	2118.00	2234.00	\$ 2,300.00	\$2,362.00				
Reclamation Plan Review Fee Hard Rock Quarry Mine & Frac Sand Mine (zoned)	8248.00	8248.00	8248.00	8471.00	8937.00	\$ 9,205.00	\$9,454.00				
Reclamation Plan Review Fee Hard Rock Quarry Mine & Frac Sand Mine (unzoned)	12372.00	12372.00	12372.00	12706.00	13405.00	\$ 13,807.00	\$14,180.00				
Plan Review Fee Amended Plans Industrial sand/quarry						1200+wages+fringes					
<b>Storm Water Erosion Control</b>											
Misc. grading/filling or building, etc.	258.00	258.00	266.00	273.00	288.00	\$ 300.00	\$308.00				
Multi-family residences (3 or more units)	206+26/unit	206+26/unit	212+26/unit	218+27/unit	230+28/unit	237+29/unit	243+30/unit				
Subdivisions or 1-2 family condo units	412+36/lot	412+36/lot	424+36/lot	435+37/lot	459+39/lot	473+40/lot	486+41/lot		\$3,000.00		
Commercial, retail, industrial, mfg, buildings	619+103/acre>2	619+103/acre >2	638+103/acre>2	655+106/acre >2	691+112/acre >2	711+115/acre	730+118/acre			\$3,500.00	\$3,000.00
Golf Courses	516+21/acre >120 acres	516+21/acre >120 acres	531+21/acre>120	0	545+22/lot	575+23/lot	592+24/lot	608+25/lot			
Utilities	0.16	0.16	0.17/ft		0.17/ft	0.18/ft	0.19/ft	.20/ft			
Conservation Fees From Other Counties	wages & benefits + 8%	wages & benefits + 8%	wages & benefits =10%	wages & benefits + 15%		\$4,000.00	\$4,000.00	\$0.00			
LWRD Charge for Services	wages & benefits + 8%	wages & benefits + 8%	wages & benefits =10%	wages & benefits + 15%		\$33,000.00	\$34,000.00	\$39,000.00			
<b>Tree Sales</b>											
White Pine	1.08	1.08	1.08	1.20	1.20	\$ 1.20	\$1.23				
Norway Spruce			1.08	1.20	1.20	\$ 1.20	\$1.23				
Black Hills Spruce			1.08	1.20	1.20	\$ 1.20	\$1.23				
Balsam Fir			1.08	1.20	1.20	\$ 1.20	\$1.23				
White/Paper Birch			1.08	1.20	1.20	\$ 1.20	\$1.23				
Quaking Aspen			1.08	1.20	1.30	\$ 1.20	\$1.23		\$22,000.00	\$23,000.00	\$23,500.00
Silver Maple			1.28	1.20	1.20	\$ 1.20	\$1.23				
American Hazelnut	1.08	1.50	1.08	1.20	1.20	\$ 1.20	\$1.23				
Red Osier Dogwood			1.08	1.20	1.20	\$ 1.20	\$1.23				
Highbush Cranberry			1.08	1.20	1.20	\$ 1.20	\$1.23				
Apple Tree - Golden Delicious	10.00	10.00	9.00	10.00	11.50	\$ 12.00	\$12.32				
Cherry Tree			9.00	9.00	10.00	\$ 5.00	\$5.14				

Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?  
 yes, several years ago and updated by wage increases since then. No experience with industrial sand mine plan review yet.

When is the last time there was an increase in fees?  
 Last year (every year to keep pace with wage increases)

## Fee Schedule

Department: Lime

Completed By: Emil Norby, Public Works Director/ Highway Commissioner

Date Completed: 7/11/2019

Type of Fee	2014 Fee Rate	2015 Fee Rate	2016 Fee Rate	2017 Fee Rate	2018 Fee Rate	2019 Fee Rate	2020 Fee Rate	Comments	2018 Actual Revenues	2019 Estimated Revenues	2020 Estimated Revenues
50-59 /ton	9.00	9.25	9.50	9.50	9.50	\$ 9.50	\$ 9.75		\$240,000.00	\$240,000.00	\$275,000.00
60-69 /ton	10.50	10.75	11.00	11.00	11.00	\$ 11.00	\$ 11.00	(when available)	\$0.00	\$0.00	
Slag/ton	5.75	5.95	6.00	6.00	6.00	\$ 6.00	\$ 6.25		\$40,000.00	\$35,000.00	\$15,000.00
Class 5/ton	7.95	8.15	8.25	8.25	8.25	\$ 8.25	\$ 8.50		\$160,000.00	\$160,000.00	\$250,000.00
Class 5 (discount)/ton	7.15	7.34	7.46	7.46	7.46	\$ 7.46	\$ 7.65		\$80,000.00	\$120,000.00	\$60,000.00
Deco/ton	13.50	13.50	13.50	13.50	13.50	\$ 13.50	\$ 13.75		\$20,000.00	\$15,000.00	\$15,000.00
2" Clean/ton	12.50	12.75	12.75	12.75	12.75	\$ 12.75	\$ 13.00		\$20,000.00	\$15,000.00	\$15,000.00
3/4" Clean/ton	15.50	15.50	15.50	15.50	15.50	\$ 15.50	\$ 15.75		\$12,000.00	\$12,000.00	\$12,000.00
3" Clean/ton	12.50	12.75	12.75	12.75	12.75	\$ 12.75	\$ 13.00		\$10,000.00	\$20,000.00	\$20,000.00
Trail & Paddock Mix ( 3/8" -)/ton	6.20	6.50	7.50	7.50	7.50	\$ 7.50	\$ 8.00	(when available)	\$3,000.00	\$3,000.00	\$3,000.00
Rip Rap/ton	32.00	32.00	32.00	32.00	32.00	\$ 32.00	\$ 35.00		\$2,000.00	\$2,000.00	\$2,000.00
Pit Run/ton	20.00	20.00	20.00	20.00	20.00	\$ 20.00	\$ 25.00		\$600.00	\$600.00	\$600.00
3/4 " Unclassified/ton	7.25	7.25	7.25	10.00	10.00	\$ 10.00	\$ 11.00	(when available)	\$3,000.00	\$2,000.00	\$2,000.00
Boulders/ton	40.00	40.00	40.00	40.00	40.00	\$ 40.00	\$ 45.00		\$100.00	\$100.00	\$100.00
Flat Rock/ton	40.00	40.00	40.00	40.00	40.00	\$ 40.00	\$ 45.00		\$100.00	\$100.00	\$100.00
Utility Rock/ton	11.50	12.00	12.00	12.00	12.00	\$ 12.00	\$ 12.50		\$5,000.00	\$5,000.00	\$5,000.00
2" Unclassified/ton	10.00	10.20	10.00	10.00	10.00	\$ 10.00	\$ 11.00	(when available)	\$500.00	\$500.00	\$500.00
Unclassified Deco/ton	10.00	10.20	10.00	10.00	10.00	\$ 10.00	\$ 11.00	(when available)	\$500.00	\$500.00	\$500.00
Packer Blend/ton	11.00	11.00	11.00	11.00	11.00	\$ 11.00	\$ 11.50		\$20,000.00	\$30,000.00	\$30,000.00
Pickups	25.00	25.00	25.00	25.00	25.00	\$ 25.00	\$ 25.00		\$1,000.00	\$1,000.00	\$1,000.00
Rental Income	3000.00	3000.00	3000.00	3000.00	3000.00	\$ 3,000.00	\$ 3,000.00		\$3,000.00	\$3,000.00	\$3,000.00
									\$ 620,800.00	\$664,800.00	\$709,800.00

Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?

Yes, each year staff calls and checks on other quarries to see where the market is and adjusts pricing

When is the last time there was an increase in fees?

2016

## Fee Schedule

Department: Land Information

Completed By: Steve Geiger

Date Completed: 7/31/2019

Type of Fee	2014 Fee Rate	2015 Fee Rate	2016 Fee Rate	2017 Fee Rate	2018 Fee Rate	2019 Fee Rate	2020 Fee Rate	Comments	2018	2019	2020
									Estimated Revenues	Estimated Revenues	Estimated Revenues
Conventional Septic Tank Fee	440.00	440.00	440.00	440.00	440.00	\$ 440.00	\$ 450.00	propose increase 60.00	part of Septic Total		part of Septic Total
Holding Tank Septic Fee	620.00	620.00	620.00	620.00	620.00	\$ 620.00	\$ 620.00		part of Septic Total		part of Septic Total
In-Ground Pressure, Mound, Experimental System	440.00	440.00	440.00	440.00	440.00	\$ 440.00	\$ 450.00	propose increase 10.00	part of Septic Total		part of Septic Total
Sanitary Reconnection Fee (established 8/18/2015)			150.00	150.00	150.00	\$ 150.00	\$ 150.00		part of Septic Total		part of Septic Total
Sanitary Inspection	250.00	250.00	250.00	250.00	250.00	\$ 250.00	\$ 250.00		part of Septic Total		part of Septic Total
Non-plumbing Sanitary System (Privy, Composting & Incinerating Toilet)				150.00	150.00	\$ 150.00	\$ 150.00		part of Septic Total		part of Septic Total
Wis. Fund Grant Application for Sewer System Replacement	125.00	125.00	125.00	125.00	125.00	\$ 125.00	\$ 125.00		Septic Total = \$78,000		Septic Total = \$115,266
Land Use						\$ -					
Houses, Commercial, Conditional use	390.00	390.00	390.00	390.00	390.00	\$ 390.00	\$ 400.00	propose increase 10.00	part of Land Use Total		part of Land Use Total
Signs	200.00	200.00	200.00	200.00	200.00	\$ 200.00	\$ 300.00	propose increase 100.00	part of Land Use Total		part of Land Use Total
501C-3 Signs		50.00	50.00	50.00	50.00	\$ 50.00	\$ 50.00		part of Land Use Total		part of Land Use Total
Additions to Dwellings	260.00	260.00	260.00	260.00	260.00	\$ 260.00	\$ 275.00	propose increase 15.00	part of Land Use Total		part of Land Use Total
Additions to Dwellings - 144 sq ft or less			75.00	75.00	75.00	\$ 75.00	\$ 100.00	propose increase 25.00	part of Land Use Total		part of Land Use Total
Accessory Buildings	155.00	155.00	155.00	155.00	155.00	\$ 155.00	\$ 175.00	propose increase 20.00	part of Land Use Total		part of Land Use Total
Accessory Buildings 144 sq ft or less			75.00	75.00	75.00	\$ 75.00	\$ 100.00	propose increase 25.00	part of Land Use Total		part of Land Use Total
Accessory Structures (retaining walls, stairs)			75.00	75.00	75.00	\$ 75.00	\$ 75.00		part of Land Use Total		part of Land Use Total
Run-off Rating Review	100.00	100.00	100.00	100.00	100.00	\$ 100.00	\$ 100.00		part of Land Use Total		part of Land Use Total

Removal of vegetation in buffer zone, Landscaping	50.00	50.00	50.00	50.00	50.00	\$ 50.00	\$ 50.00		part of Land Use Total		part of Land Use Total
Telecommunication Tower 120ft or less				500.00	500.00	\$ 500.00	\$ 500.00		part of Land Use Total		part of Land Use Total
Telecommunication Tower 121ft to 160ft				1200.00	1200.00	\$ 1,200.00	\$ 1,200.00		part of Land Use Total		part of Land Use Total
Telecommunication Tower 161ft to 200ft	2100.00	2100.00		2100.00	2100.00	\$ 2,100.00	\$ 2,100.00		part of Land Use Total		part of Land Use Total
Telecommunication Tower 201ft & Up				3000.00	3000.00	\$ 3,000.00	\$ 3,000.00	state mandated fee	part of Land Use Total		part of Land Use Total
Bunkhouse				390.00	390.00	\$ 390.00	\$ 400.00	propose increase 10.00	part of Land Use Total		part of Land Use Total
Seasonal Travel Trailer Permit				210.00	210.00	\$ 210.00	\$ 250.00		part of Land Use Total		part of Land Use Total
Permitted Uses				390.00	390.00	\$ 390.00	\$ 400.00	propose increase 10.00	part of Land Use Total		part of Land Use Total
Grading and Filling				390.00	390.00	\$ 390.00	\$ 400.00	propose increase 10.00	part of Land Use Total		part of Land Use Total
Permit for Wireless Comm. Facility	350.00	350.00	350.00	350.00	350.00	\$ 350.00	\$ 400.00	propose increase 10.00	Land Use Total \$140,000		Land Use Total \$233,378
						\$ -					
Plat Review / per lot - Preliminary Plat	600, +50/lot		part of Plat review Total		part of Plat review Total						
Plat Review / per lot - Final Plat	600.00	600.00	600.00	600.00	600.00	\$ 600.00	\$ 600.00		part of Plat review Total		part of Plat review Total
Plat Review / Metes & Bounds Description - Combo Lots	400.00				400.00	\$ 400.00	\$ 400.00				
Minor Plat Certified Survey Map		400.00	400.00	400.00	400.00	\$ 400.00	\$ 400.00		Plat review Total \$15,000		Plat review Total \$26,892
Subdivision Ord / WLIA Land Records Fees/document	6.00	6.00	6.00	6.00	6.00	\$ 6.00	\$ 6.00		\$85,000.00		\$85,000.00
Subdivision Ord / WLIA Land Records Internet /document	2.00	2.00	2.00	2.00	2.00	\$ 2.00	\$ 2.00		\$30,000.00		\$30,000.00
Hearings - Committee	500.00	500.00	500.00	500.00	500.00	\$ 500.00	\$ 750.00	propose increase 250.00	part of Land Use Total		part of Land Use Total
Hearings - Board of Adjustment	500.00	500.00	500.00	500.00	500.00	\$ 500.00	\$ 750.00	propose increase 250.00	part of Land Use Total		part of Land Use Total
New Rural Address (Special Order)						\$ 125.00	\$ 150.00	propose increase 25.00			
New Rural Address(With Sanitary Permit)						\$ 100.00	\$ 125.00	propose increase 25.00			
Replacement Address sign						\$ 50.00	\$ 75.00	propose increase 25.00			
GIS Mapping Fees						\$ -					
Plotted - Drawing or Aerial Photos, etc...						\$ -			part of GIS / Copies Total		part of GIS / Copies Total
8 1/2" X 11"	5.00	5.00	5.00	5.00	5.00	\$ 5.00	\$ 5.00		part of GIS / Copies Total		part of GIS / Copies Total
11" X 17"	7.50	7.50	7.50	7.50	7.50	\$ 7.50	\$ 7.50		part of GIS / Copies Total		part of GIS / Copies Total

18" X 18"	12.00	12.00	12.00	12.00	12.00	\$ 12.00	\$ 12.00		part of GIS / Copies Total		part of GIS / Copies Total
24" X 24"	15.00	15.00	15.00	15.00	15.00	\$ 15.00	\$ 15.00		part of GIS / Copies Total		part of GIS / Copies Total
30" X 30"	20.00	20.00	20.00	20.00	20.00	\$ 20.00	\$ 20.00		part of GIS / Copies Total		part of GIS / Copies Total
42" X 42"							\$ 50.00				
36" X 36"	35.00	35.00	35.00	35.00	35.00	\$ 35.00	\$ 35.00		part of GIS / Copies Total		part of GIS / Copies Total
Laser Printer (8 1/2" X 11" - 8 1/2" X 14" - 11" X 17")	1.00	1.00	1.00	1.00	1.00	\$ 1.00	\$ 1.00		part of GIS / Copies Total		part of GIS / Copies Total
Standard Copier (8 1/2" X 11" - 8 1/2" X 14" - 11" X 17")	0.25	0.25	0.25	0.25	0.25	\$ 0.25	\$ 0.25		part of GIS / Copies Total		part of GIS / Copies Total
Digital Data						\$ -					
All Other GIS Data	time/material		part of GIS / Copies Total		part of GIS / Copies Total						
Orthophotos: Natural Color 2015 (6" Resolution)						\$ -					
Tif image, per section tile, per image tile			50.00	50.00	50.00	\$ 50.00	\$ 50.00		part of GIS / Copies Total		part of GIS / Copies Total
MrSID image, per section tile, per image tile			25.00	25.00	25.00	\$ 25.00	\$ 25.00		part of GIS / Copies Total		part of GIS / Copies Total
Tif image, per 2X2 section tile, per town			350.00	350.00	350.00	\$ 350.00	\$ 350.00		part of GIS / Copies Total		part of GIS / Copies Total
MrSID image, full county			750.00	750.00	750.00	\$ 750.00	\$ 750.00		part of GIS / Copies Total		part of GIS / Copies Total
Tif image, full county (portable hard drive necessary)			1000.00	1000.00	1000.00	\$ 1,000.00	\$ 1,000.00		part of GIS / Copies Total		part of GIS / Copies Total
Orthophotos: Natural Color 2010 (12" Resolution)						\$ -					
Tif image, per 2X2 section tile, per image tile	50.00	50.00	50.00	50.00	50.00	\$ 50.00	\$ 50.00		part of GIS / Copies Total		part of GIS / Copies Total
MrSID image, per 2X2 section tile, per image tile	25.00	25.00	25.00	25.00	25.00	\$ 25.00	\$ 25.00		part of GIS / Copies Total		part of GIS / Copies Total
Tif image, per 2X2 section tile, per town	350.00	350.00	350.00	350.00	350.00	\$ 350.00	\$ 350.00		part of GIS / Copies Total		part of GIS / Copies Total
MrSID image, full county	750.00	750.00	750.00	750.00	750.00	\$ 750.00	\$ 750.00		part of GIS / Copies Total		part of GIS / Copies Total
Tif image, full county (portable hard drive necessary)	1000.00	1000.00	1000.00	1000.00	1000.00	\$ 1,000.00	\$ 1,000.00		part of GIS / Copies Total		part of GIS / Copies Total
Orthophotos: Natural Color 2006 (12" Resolution)						\$ -					
Tif image, per 1X2 section tile, per image tile	25.00	25.00	25.00	25.00	25.00	\$ 25.00	\$ 25.00		part of GIS / Copies Total		part of GIS / Copies Total
Tif images, per 1X2 section tiles, per town	350.00	350.00	350.00	350.00	350.00	\$ 350.00	\$ 350.00		part of GIS / Copies Total		part of GIS / Copies Total
MrSID image, per town	100.00	100.00	100.00	100.00	100.00	\$ 100.00	\$ 100.00		part of GIS / Copies Total		part of GIS / Copies Total
MrSID image, full county	750.00	750.00	750.00	750.00	750.00	\$ 750.00	\$ 750.00		part of GIS / Copies Total		part of GIS / Copies Total

Tif image, full county (portable hard drive necessary)	1000.00	1000.00	1000.00	1000.00	1000.00	\$ 1,000.00	\$ 1,000.00		part of GIS / Copies Total		
<i>Orthophotos: B&amp;W 2001 (18" Resolution)</i>						\$ -					
Tif image, per 3X3 section tile, per image tile	15.00	15.00	15.00	15.00	15.00	\$ 15.00	\$ 15.00		part of GIS / Copies Total		part of GIS / Copies Total
Tif images, per 3X3 section tiles, per town	40.00	40.00	40.00	40.00	40.00	\$ 40.00	\$ 40.00		part of GIS / Copies Total		part of GIS / Copies Total
MrSID image, full county	500.00	500.00	500.00	500.00	500.00	\$ 500.00	\$ 500.00		part of GIS / Copies Total		part of GIS / Copies Total
<i>Orthophotos: B&amp;W 1996 (1 Meter)</i>						\$ -					
Tif image, per town tile, per town	40.00	40.00	40.00	40.00	40.00	\$ 40.00	\$ 40.00		part of GIS / Copies Total		part of GIS / Copies Total
Tif images, per town tile, full county	500.00	500.00	500.00	500.00	500.00	\$ 500.00	\$ 500.00		part of GIS / Copies Total		part of GIS / Copies Total

Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?

yes 1/25/2019 needed increase to cover costs

When is the last time there was an increase in fees?

2014?

## Fee Schedule

Department: Recycling  
 Completed By: Emil Norby, Public Works Director/ Highway Commissioner  
 Date Completed: 7/11/2019

Type of Fee	2014 Fee Rate	2015 Fee Rate	2016 Fee Rate	2017 Fee Rate	2018 Fee Rate	2019 Fee Rate	2020 Fee Rate	Comments	2018 Actual Revenues	2019 Estimated Revenues	2020 Estimated Revenues
<b>Solid Waste Revenue</b>									\$67,179.00	\$67,179.00	\$75,000.00
Appliances Solid Waste	15.00	16.00	18.00	18.00	18.00	18.00	18.00				
Gas Ammonia appliance over 4'	175.00	185.00	204.00	204.00	204.00	204.00	204.00				
Gas Ammonia appliance under 4'	100.00	105.00	116.00	116.00	116.00	116.00	116.00				
Air conditioners	25.00	30.00	33.00	33.00	33.00	33.00	33.00				
Commercial Air conditioners	25.00	30.00	33.00	33.00	33.00	33.00	33.00				
Commercial Hot water	450.00	475.00	523.00	523.00	523.00	523.00	523.00				
Commercial Appliance per cu.ft.	60.00	65.00	72.00	72.00	72.00	72.00	72.00				
Water softeners	1.50 per cu ft	1.50 per cu ft	1.65 per cu ft	1.65 per cu ft	1.65 per cu ft	1.65 per cu ft	1.65 per cu ft				
All Electronics	20.00	25.00	25.00	28.00	28.00	28.00	28.00				
Small Appliances			0.40	.45/lb	.45/lb	.45/lb	.45/lb				
Bulbs 4' and under			5.00	5.00	5.00	5.00	5.00				
5'and over	0.75	0.75	0.85	0.85	0.85	0.85	0.85				
Compacts	1.00	1.00	1.00	1.00	1.00	1.00	1.00				
U Shaped	0.75	0.75	0.85	0.85	0.85	0.85	0.85				
Broken Bulbs			4.00	4.00	4.00	4.00	4.00				
Ultra Violet			8.00	8.00	8.00	8.00	8.00				
HID			4.00	4.00	4.00	4.00	4.00				
Ballast			4.00	4.00	4.00	4.00	4.00				
Propane cylinders 4-40 lb			8.00	8.00	8.00	8.00	8.00				
Propane cylinders 100 lb			14.00	14.00	14.00	14.00	14.00				
Oil filters			0.75	0.75	0.75	0.75	0.75				
Tires per lb	0.10	0.10	.15/lb	0.15	0.15	0.15	0.15				
Off Road Tire per lb	0.25	0.25	.30/lb	0.30	0.30	0.30	0.30				
Car and Truck with Rim			plus 2.00 2.5/lb	plus 2.00 2.5/lb	plus 2.00 2.5/lb	plus 2.00 2.5/lb	plus 2.00 .30/lb				
Heavy Truck Rim			12.00 plus .15 for rim and tire	12.00 plus .30 for rim and tire							
Confidential Shredding per lb.			.15/lb	.15/lb	.15/lb	.15/lb	.15/lb				
Mattress			15.00	15.00	15.00	15.00	20.00				

Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?  
 Yes, after pricing other recycling centers products prices are adjusted for market conditions

When is the last time there was an increase in fees?  
 2016

## Fee Schedule

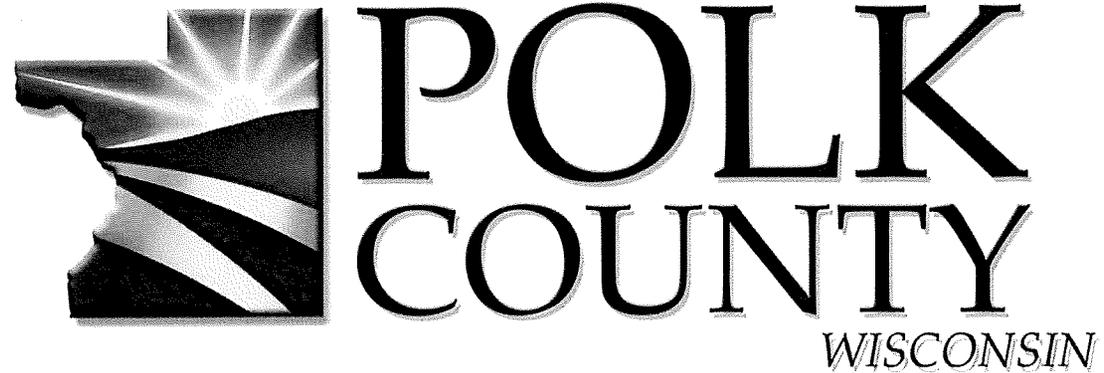
Department: Parks  
 Completed By: Steve Geiger  
 Date Completed: 7/31/2019

Type of Fee	2014 Fee Rate	2015 Fee Rate	2016 Fee Rate	2017 Fee Rate	2018 Fee Rate	2019 Fee Rate	2020 Fee Rate	Comments	2018 Estimated Revenues	2019 Estimated Revenues	2020 Estimated Revenues
<b>Parks Fees</b>											
Camping Fee per night	15.00	15.00	15.00	15.00	15.00	15.00	15.00		\$3,305.00	\$3,305.00	\$3,305.00
Camping fee Electric per night				25.00	25.00	25.00	25.00				
Educational building at Kennedy	150.00	150.00	150.00	150.00	150.00	150.00	150.00				
Shelter reservations	40.00	40.00	40.00	40.00	40.00	40.00	40.00				
State Bike Passes											
Annual Pass	20.00	20.00	20.00	25.00	25.00	25.00	25.00		\$10,162.00	\$10,162.00	\$10,162.00
Daily Pass	4.00	4.00	4.00	5.00	5.00	5.00	5.00				

Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?  
 not that I know of

When is the last time there was an increase in fees?  
 2014?

# General Government



## Fee Schedule

Department: County Clerk

Completed By: Sharon Jorgenson

Date Completed: 7/9/2019

Type of Fee	2014	2015	2016	2017	2018	2019	2020	Comments	2018	2019	2020
	Fee Rate		Actual Revenues	Estimated Revenues	Estimated Revenues						
Marriage License Fee	80.00	80.00	80.00	80.00	80.00	90.00	90.00	Polk County gets \$35 X 275 licenses	\$8,000.00	\$8,750.00	\$9,625.00
Marriage Waiver Fee	10.00	10.00	10.00	10.00	10.00	20.00	20.00	27 waivers for 2017	\$200.00	\$200.00	\$400.00
Passport Application Fee	25.00	25.00	25.00	25.00	35.00	35.00	35.00	(Set by US Dept. of State)	\$9,000.00	\$12,250.00	\$12,000.00
Passport Photo Fee	9.95	9.95	10.50	10.50	10.50	10.50	10.50		\$4,500.00	\$5,000.00	\$4,600.00
Temp. Plat Fee Counter Fee (set by State)	5.00	5.00	5.00	5.00	5.00	5.00	0.00	(Set by DOT)	\$1,500.00	\$0.00	\$0.00
DMV Tabs & Plates per Application (Set by TriVIN)	17.80	17.80	17.30	17.30	17.30	17.30	0.00	(Set by TriVIN) \$6.60 or \$10.70 per service	\$3,500.00	\$0.00	\$0.00
Large Assembly Permits (fee per day)	100.00	100.00	100.00	100.00	100.00	125.00	125.00	(Per Day Fee)	\$400.00	\$500.00	\$500.00
SVRS Support Fees								Additional fees billed for programming of election machines. County covers programming cost of one machine per municipality. Paid under HAVA Equipmt Rev G/L 47333	\$15,000.00	\$15,000.00	\$19,000.00
Population 1-599	300.00	300.00	300.00	300.00	300.00	500.00	500.00		\$1,500.00	\$2,500.00	\$2,500.00
Population 600-999	400.00	400.00	400.00	400.00	400.00	700.00	700.00		\$4,800.00	\$8,400.00	\$8,400.00
Population 1000-1499	500.00	500.00	500.00	500.00	500.00	800.00	800.00		\$3,500.00	\$4,800.00	\$4,800.00
Population 1500-1999	600.00	600.00	600.00	600.00	600.00	900.00	900.00		\$1,200.00	\$1,800.00	\$1,800.00
Population 2000-2999	700.00	700.00	700.00	700.00	700.00	1000.00	1000.00		\$3,500.00	\$5,000.00	\$5,000.00
Any Special Election plus \$.25 per eligible voter	100.00	100.00		100.00	100.00	100.00	100.00		\$0.00	\$0.00	\$0.00
Absentee Data Entry							100.00	Absentee Data Entry Charges	\$0.00	\$0.00	\$500.00

Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?  
Employee time and labor costs with election work far surpass the fees charged.

When is the last time there was an increase in fees?  
All fees were changed in 2018 except passport photo fees and fees set by other agencies.



## Fee Schedule

Department: Corporation Counsel /Child Support  
 Completed By: Chad Hoag  
 Date Completed: 7/25/2019

Type of Fee	2014 Fee Rate	2015 Fee Rate	2016 Fee Rate	2017 Fee Rate	2018 Fee Rate	2019 Fee Rate	2020 Fee Rate	Comments	2018 Estimated Revenues	2019 Estimated Revenues	2020 Estimated Revenues
Attorney Fees	300.00	300.00	300.00	300.00	300.00	\$ 300.00	\$ 300.00	Wis. Stat. 814.01(1)	0.00	\$600.00	\$600.00
Non-IV-D SVCS	35.00	35.00	25.00	25.00	25.00	\$ 25.00	\$ 35.00	County Ord. 38-12	0.00	\$0.00	\$600.00

Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?

Not yet, as of this point.

When is the last time there was an increase in fees?

The Non-IV-D SVCS fee was approved in 2012. While the agency has the ability to charge the fee, at his point, it has not. Our office will begin charging these fees, pursuant to Ordinance 38-12, beginning in 2020.

The Attorney Fees can be charged per Wis. Stat. 814.01(1), however, most clients who are being assisted are impoverished and would be unable to pay.

## Fee Schedule

Department of Administration- Criminal  
**Department:** Justice Collaborating Council (CJCC)  
**Completed By:** Kristin Boland, CJCC Coordinator  
**Date Completed:** 7/29/2019

Type of Fee	2014 Fee Rate	2015 Fee Rate	2016 Fee Rate	2017 Fee Rate	2018 Fee Rate	2019 Fee Rate	2020 Fee Rate	Comments	2018 Estimated Revenues	2019 Estimated Revenues	2020 Estimated Revenues
Treatment Court Participant Fees						\$750	\$750	Fees may span more than one year		\$7,500.00	\$7,500.00
Community Service Program Participant Fee						\$25	\$25	Fees may span more than one year		\$250.00	\$250.00
Diversion Class Participant Fee						\$100	\$100			\$5,000.00	\$5,000.00
Victim Impact Panel Participant Fee						\$50	\$50			\$4,000.00	\$4,000.00

**Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?**

Yes, the CJCC Coordinator discussed raising fees for the Community Service Program with stakeholders- stakeholders were strongly opposed as community service is used as a sanction, frequently when participants are not employed. Stakeholders believed raising the fee would lead to decreased participation and consequently an increase in incarceration.

**When is the last time there was an increase in fees?**

The county took over management of the CJCC in May 2019. Programs continue to be evaluated for effectiveness as well as appropriateness of cost.

# Health and Human Services



## Fee Schedule

Department: Public Health  
 Completed By: Laurie Whitehead  
 Date Completed: 7/19/2019

Type of Fee	2014 Fee Rate	2015 Fee Rate	2016 Fee Rate	2017 Fee Rate	2018 Fee Rate	2019 Fee Rate	2020 Fee Rate	Comments	2018 Actual Revenues	2019 Estimated Revenues	2020 Estimated Revenues
<b>GENERAL</b>											
ABC for Health Rent	\$3,600.00	\$3,600.00	\$4,800.00	\$4,800.00	\$4,800.00	\$4,800.00	\$4,800.00		\$4,800.00	\$4,800.00	\$4,800.00
<b>PUBLIC HEALTH</b>											
Case Management (rate is per hour; includes B-3/PNCC)	\$45.00	\$45.00	\$45.00	\$45.00	\$50.00	\$50.00	\$210.00		\$95,000.00	\$70,500.00	\$70,500.00
Influenza Vaccination	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$35.00		\$35,500.00	\$35,500.00	\$35,500.00
Pneumonia Vaccination	\$50.00	\$65.00	\$65.00	\$65.00				Discontinue			
Hepatitis B	\$35.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$0.00	No activity in 2016-17			
Mantoux	\$10.00	\$10.00	\$10.00	\$15.00	\$15.00	\$15.00	\$15.00		\$700.00	\$700.00	\$700.00
Jail Nurse (rate is per hour)	\$40.00	\$40.00	\$40.00	\$45.00	\$50.00	\$50.00	\$50.00		\$90,526.00		
Jail LPN (rate is per hour)	\$32.00	\$32.00	\$32.00	\$35.00	\$40.00	\$40.00	\$0.00	No LPN in 2016-17			
School Nursing (1st 12 hours exempt )	\$42.00	\$42.00	\$45.00	\$45.00	\$50.00	\$50.00	\$210.00		\$1,100.00	\$500.00	\$500.00
Speech Therapy Visit (Birth to 3)			\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	Includes both ST/OT in revenue line	\$18,600.00	\$36,500.00	\$36,500.00
Occupational Therapy Visit (Birth to 3)			\$150.00	\$150.00	\$150.00	\$150.00	\$150.00				
<b>REPRODUCTIVE HEALTH</b>											
Nursing Services								Total Revenue from all services	\$88,000.00	\$88,000.00	\$88,000.00
New - 10"	\$33.00	\$33.00	\$33.00	\$33.00	\$33.00	\$33.00	\$33.00				
New - 20"	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00				
New - 30"	\$67.00	\$67.00	\$67.00	\$67.00	\$67.00	\$67.00	\$67.00				
New - 45"	\$84.00	\$84.00	\$84.00	\$84.00	\$84.00	\$84.00	\$84.00				
Est - 5"	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00				
Est - 10"	\$33.00	\$33.00	\$33.00	\$33.00	\$33.00	\$33.00	\$33.00				
Est - 15"	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00				
Est - 25"	\$52.00	\$52.00	\$52.00	\$52.00	\$52.00	\$52.00	\$52.00	Sliding fee scale applies			
New Prevention 12 - 17	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00				
New Prevention 18 - 39	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00				
New Prevention 40 - 64	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00				
Est Prevention 12 - 17	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00				
Est Prevention 18 - 39	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00				
Est Prevention 40 - 64	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00				
<b>Lab Services</b>											
Chlamydia	\$62.00	\$62.00	\$62.00	\$62.00	\$62.00	\$62.00	\$62.00				
GC	\$62.00	\$62.00	\$62.00	\$62.00	\$62.00	\$62.00	\$62.00				
VDRL	\$28.50	\$28.50	\$28.50	\$28.50	\$28.50	\$28.50	\$28.50				
Hepatitis C	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00				
Herpes	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00				
Hemoglobin	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00				
U/A gluc	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00				
U/A Chem	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00				
KOH	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00				
HPV DNA	\$62.00	\$62.00	\$62.00	\$62.00	\$62.00	\$62.00	\$62.00				
Thin Prep	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00				
HIV	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00				
Pregnancy Test	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00				
Colletion/Handl	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00				
Injection Fee	\$10.00	\$10.00	\$10.00	\$10.00	\$8.00	\$8.00	\$8.00				
Destruction of lesions											

HPV tx 14	\$52.00	\$52.00	\$52.00	\$52.00	\$52.00	\$52.00	\$52.00	\$52.00						
HPV tx 15+	\$68.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00						
<b>Supplies</b>														
Nuva Ring	\$42.16	\$45.00	\$45.00	\$45.00	\$45.00	\$50.00	\$50.00	\$50.00						
Oral Contraceptives	\$35.12	\$30.00	\$30.00	\$30.00	\$30.00	\$40.00	\$40.00	\$40.00						
Depo Provera	\$62.31	\$60.00	\$75.00	\$75.00	\$75.00	\$100.00	\$100.00	\$100.00						
Evra Patch	\$44.15	\$45.00	\$45.00	\$45.00	N/A	N/A					Discontinue			
Condoms per 12	\$10.10	\$2.50	\$2.50	\$2.50	\$2.50	\$11.00	\$11.00	\$11.00						
Fe Condoms	\$3.44	\$3.50	\$3.50	\$3.50	\$3.50	\$5.50	\$5.50	\$5.50						
Plan B	\$26.00	\$35.00	\$35.00	\$35.00	\$35.00	\$60.00	\$60.00	\$60.00						
<b>Antibiotics</b>														
Metronidazole	\$10.29	\$20.00	\$20.00	\$20.00	\$20.00	\$25.00	\$25.00	\$25.00						
Azithromycin	\$22.99	\$20.00	\$20.00	\$20.00	\$20.00	\$25.00	\$25.00	\$25.00						
Ceftriaxon	\$12.48	\$20.00	\$20.00	\$20.00	\$20.00	\$25.00	\$25.00	\$25.00						
Fluconazol	\$7.87	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$25.00						
<b>ENVIRONMENTAL HEALTH</b>									\$	10.00				
<b>Restaurant (License Fee+State Surcharge)Total</b>														
Prepackaged	\$116.00	\$116.00	\$116.00	\$116.00	\$116.00	\$116.00	\$116.00	\$116.00			Revenues all agent and DATCP	\$1,624.00	\$1,624.00	\$1,624.00
Simple	\$253.00	\$253.00	\$253.00	\$253.00	\$253.00	\$253.00	\$253.00	\$253.00				\$4,807.00	\$4,807.00	\$4,807.00
Moderate	\$363.00	\$363.00	\$363.00	\$363.00	\$363.00	\$363.00	\$363.00	\$363.00				\$54,087.00	\$54,087.00	\$54,087.00
Complex	\$594.00	\$594.00	\$594.00	\$594.00	\$594.00	\$594.00	\$594.00	\$594.00				\$14,256.00	\$14,256.00	\$14,256.00
Temp	\$100.00/\$50.00/ \$25.00	\$100.00/\$50.00/ \$25.00	\$100.00/\$50.00/ \$25.00	\$100.00/\$50.00/ \$25.00	\$100.00/\$50.00/ \$25.00	\$100.00/\$50.00/ \$25.00	\$100.00/\$50.00/ \$25.00	\$100.00/\$50.00/ \$25.00				\$5,604.00		
Pre-inspection												\$5,650.00	\$5,604.00	\$5,604.00
Prepackaged	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00					\$5,650.00	\$5,650.00
Simple	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00						
Moderate	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00						
Complex	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00						
<b>Other</b>														
Church	SAME AS REGULAR LICENSING FEE FOR THESE													
Caterer														
Civic or Fraternal														
<b>Schools</b>														
Simple Food Service	\$115.00	\$115.00	\$115.00	\$115.00	\$115.00	\$115.00	\$115.00	\$115.00						
Moderate Food Service	\$315.00	\$315.00	\$315.00	\$315.00	\$315.00	\$315.00	\$315.00	\$315.00						
<b>Lodging (License Fee+State Surcharge) Total</b>														
5-30 Rooms	\$226.00	\$226.00	\$226.00	\$226.00	\$226.00	\$226.00	\$226.00	\$226.00				\$2,712.00	\$2,712.00	\$2,712.00
31-99 Rooms	\$308.00	\$308.00	\$308.00	\$308.00	\$308.00	\$308.00	\$308.00	\$308.00				\$2,156.00	\$2,156.00	\$2,156.00
100-199 Rooms	\$391.00	\$391.00	\$391.00	\$391.00	\$391.00	\$391.00	\$391.00	\$391.00						
200+ Rooms	\$539.00	\$539.00	\$539.00	\$539.00	\$539.00	\$539.00	\$539.00	\$539.00						
Bed/Breakfast - 8 or less Rooms	\$143.00	\$143.00	\$143.00	\$143.00	\$143.00	\$143.00	\$143.00	\$143.00				\$715.00	\$715.00	\$715.00
Tourist Rooming House 1-4 Rooms	\$143.00	\$143.00	\$143.00	\$143.00	\$143.00	\$143.00	\$143.00	\$143.00				\$9,867.00	\$9,867.00	\$9,867.00
<b>Pre-inspection</b>														
5-30 Rooms	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00				\$2,400.00	\$2,400.00	\$2,400.00
31-99 Rooms	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00				\$1,750.00	\$1,750.00	\$1,750.00
100-199 Rooms	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00						
200+ Rooms	\$450.00	\$450.00	\$450.00	\$450.00	\$450.00	\$450.00	\$450.00	\$450.00						
Bed & Breakfast	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00						
Tourist Rooming House	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00						
<b>Recreational Facilities (License Fee + State Surcharge) Total</b>														
<b>Campground 1-25 Sites</b>	\$193.00	\$193.00	\$193.00	\$193.00	\$193.00	\$193.00	\$193.00	\$193.00				\$3,474.00	\$3,474.00	\$3,474.00
Pre-inspection	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00						
Special Event Campground 1-25 Sites			\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00				\$875.00	\$875.00	\$875.00
<b>Campground 26-50 Sites</b>	\$275.00	\$275.00	\$275.00	\$275.00	\$275.00	\$275.00	\$275.00	\$275.00				\$2,750.00	\$2,750.00	\$2,750.00
Pre-inspection	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00						
Special Event Campground 26-50 Sites			\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00				\$250.00	\$250.00	\$250.00
<b>Campground 51-100 Sites</b>	\$336.00	\$336.00	\$336.00	\$336.00	\$336.00	\$336.00	\$336.00	\$336.00				\$1,344.00	\$1,344.00	\$1,344.00
Pre-inspection	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00						
Special Event Campground 51-100 Sites			\$305.00	\$305.00	\$305.00	\$305.00	\$305.00	\$305.00				\$1,220.00	\$1,220.00	\$1,220.00
<b>Campground 100-199 Sites</b>	\$391.00	\$391.00	\$391.00	\$391.00	\$391.00	\$391.00	\$391.00	\$391.00						
Pre-inspection	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00						
Special Event Campground 100-199 Sites			\$355.00	\$355.00	\$355.00	\$355.00	\$355.00	\$355.00						
<b>Campground 200+ Sites</b>	\$451.00	\$451.00	\$451.00	\$451.00	\$451.00	\$451.00	\$451.00	\$451.00				\$410.00	\$410.00	\$410.00

Pre-inspection	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00				
Special Event Campground 200+ Sites			\$410.00	\$410.00	\$410.00	\$410.00	\$410.00	\$410.00		\$1,600.00	\$1,600.00	\$1,600.00
Rec/Ed Campground	\$556.00	\$556.00	\$556.00	\$556.00	\$556.00	\$556.00	\$556.00	\$556.00		\$3,630.00	\$3,630.00	\$3,630.00
Pre-inspection	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00				
Swimming Pool	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00	\$165.00				
Tattoo/Body Piercing	\$149.00	\$149.00	\$149.00	\$149.00	\$149.00	\$149.00	\$149.00	\$149.00				
Pre-inspection	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00				
Combination Tattoo/Piercing	\$242.00	\$242.00	\$242.00	\$242.00	\$242.00	\$242.00	\$242.00	\$242.00				
Pre-inspection	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00	\$145.00				
DNR Transient Well Program (Fee per well tested)	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00		\$14,240.00	\$14,240.00	\$14,240.00
Radon Long Term						\$18.00	\$18.00	\$18.00				
Radon Kits	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00		\$1,928.00	\$1,928.00	\$1,928.00
Serve Safe Course												
Initial Certification	\$130.00	\$130.00	\$130.00	\$130.00	\$130.00	\$130.00	\$130.00	\$130.00		\$7,535.00	\$7,535.00	\$7,535.00
DATCP Licenses												
Very Large Potentially Hazardous Food				\$754.00	\$754.00	\$754.00	\$754.00	\$754.00		\$1,508.00	\$1,508.00	\$1,508.00
Medium/Large Potentially Hazardous Food				\$754.00	\$754.00	\$754.00	\$754.00	\$754.00		\$2,262.00	\$2,262.00	\$2,262.00
Large Potentially Hazardous Food				\$754.00	\$754.00	\$754.00	\$754.00	\$754.00		\$3,016.00	\$3,016.00	\$3,016.00
Small Potentially Hazardous Food				\$292.00	\$292.00	\$292.00	\$292.00	\$292.00		\$8,176.00	\$8,176.00	\$8,176.00
Very Small Potentially Hazardous Food				\$66.00	\$66.00	\$66.00	\$66.00	\$66.00		\$660.00	\$660.00	\$660.00
Large Non Potentially Hazardous Food				\$209.00	\$209.00	\$209.00	\$209.00	\$209.00		\$1,881.00	\$1,881.00	\$1,881.00
Very Small Non Potentially Hazardous Food				\$66.00	\$66.00	\$66.00	\$66.00	\$66.00		\$66.00	\$66.00	\$66.00
Non Processing				\$50.00	\$50.00	\$50.00	\$50.00	\$50.00		\$1,200.00	\$1,200.00	\$1,200.00
Micro Market (1)					\$ 44.00	\$ 44.00	\$ 44.00	\$ 44.00				
Micro Market (2)					\$ 66.00	\$ 66.00	\$ 66.00	\$ 66.00				

Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?

When is the last time there was an increase in fees?

## Fee Schedule

Department: GOLDEN AGE MANOR

Completed By: Dana Reese

Date Completed: 7/26/2019

Type of Fee	2014 Fee Rate	2015 Fee Rate	2016 Fee Rate	2017 Fee Rate	2018 Fee Rate	2019 Fee Rate	2020 Fee Rate	Comments	2018 Estimated Revenues	2019 Estimated Revenues	2020 Estimated Revenues
Semi Private Room skilled care	211.00	211.00	211.00	211.00	225.00	\$ 235.00	\$ 235.00	Rates will be increased to 2019 amounts on 9/1/19			
Private Room skilled care	226.00	226.00	226.00	226.00	242.00	\$ 250.00	\$ 252.00				
Semi Private Room- Judy's Cottage (Secure/Alzheimers)	220.00	220.00	220.00	220.00	235.00	\$ 245.00	\$ 245.00				
Private Room- Judy's Cottage (Secured/Alzheimers)	235.00	235.00	237.00	237.00	252.00	\$ 260.00	\$ 262.00				
Intensive Skilled care			220.00	220.00	235.00	\$ 250.00	\$ 250.00				

Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?

Yes, updated rates will be in effect 9/1/19.

When is the last time there was an increase in fees?

9/1/17 & update to current 2019/2020 rates will be effective 9/1/19

## Fee Schedule

Department: COMMUNITY SERVICES  
 Completed By: Kathy Gingras  
 Date Completed: 7/19/2019

Type of Fee	2014 Fee Rate	2015 Fee Rate	2016 Fee Rate	2017 Fee Rate	2018 Fee Rate	2019 Fee Rate	2020 Fee Rate	Comments	2018 Actual Revenues	2019 Estimated Revenues	2020 Estimated Revenues
Psychiatric Services/hr	300.00	300.00	300.00	325.00	325.00	\$ 325.00	\$ 325.00		\$300,000	\$200,000.00	\$250,000.00
Psychotherapy (Masters Level Clinician)/hr	150.00	150.00	150.00	200.00	200.00	\$ 200.00	\$ 200.00		130,000	\$135,000.00	\$135,000.00
Psychotherapy (Bachelors Level Clinician)/hr	150.00	150.00	150.00	200.00	200.00	\$ 200.00	\$ 200.00		\$30,000	\$35,000.00	\$35,000.00
Group Therapy/hr	50.00	50.00	50.00	50.00	50.00	\$ 50.00	\$ 50.00				
OWI Assessment (Self-pay in advance, No Sliding Fee)/hr	300.00	300.00	300.00	300.00	300.00	\$ 300.00	\$ 325.00		\$55,000	\$55,000.00	\$60,000.00
IDIP Intoxicated Driver Intervention Program)				250.00	250.00	\$ 250.00	\$ 275.00		\$4,000	\$4,000.00	\$4,000.00
Voluntary AODA Assessment/hr	250.00	250.00	250.00	250.00	250.00	\$ 250.00	\$ 250.00				
Assessment (Masters Level Clinician)/hr	150.00	150.00	150.00	250.00	250.00	\$ 250.00	\$ 250.00				
Assessment (Bachelors Level Clinician)/hr	150.00	150.00	150.00	250.00	250.00	\$ 250.00	\$ 250.00				
Group Sessions/hr	50.00	50.00	50.00	50.00	50.00	\$ 50.00	\$ 50.00				
Crisis Intervention per hour				175.00	175.00	\$ 175.00	\$ 175.00				
Crisis Intervention per diem				350.00	350.00	\$ 350.00	\$ 350.00				
Case Management/CSP	100.00	100.00	100.00	175.00	175.00	\$ 175.00	\$ 175.00		\$135,000	\$150,000.00	\$150,000.00
Standard UA Test	20.00	20.00	20.00	20.00				managed by contract lab			
Alcohol Test	30.00		30.00	30.00				managed by contract lab			
Marijuana Test	60.00		60.00	60.00				managed by contract lab			
Add oxycodone to any of the above	5.00		5.00	5.00				managed by contract lab			
Marijuana Test	60.00		60	60				managed by contract lab			
Add oxycodone to any of the above	5.00		5	5				managed by contract lab			
Confirmation Drug Test		30.00	60	60				managed by contract lab			
Smart Start Install		60.00	60	60	300.00	\$ 300.00	\$ 325.00	One time fee	\$1,500	\$1,500.00	\$1,500.00
Smart Start Download		15.00	15	15				included in smart start install fee			
Smart Start Disconnect		30.00	30	30				included in smart start install fee			
Drivers Safety Plan Reinstatement			150	150	150.00	\$ 150.00	\$ 150.00		\$400	\$400.00	\$400.00
Drivers Safety Plan Extension					\$75.00	\$ 75.00	\$ 75.00		\$300	\$300.00	\$300.00
Monthly Room and Board, Owner Operated Adult Family Home					\$623.00			New-Universal Room and Board/month			
Monthly Room and Board, Corporate AFH/CBRF					\$727.00			New-Universal Room and Board/month			
Monthly/Room and Board, RCAC					\$828.00			New-Universal Room and Board/month			

Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?

When is the last time there was an increase in fees?

## Fee Schedule

Department: ADRC  
 Completed By: Laura Neve  
 Date Completed: 7/15/2019

Type of Fee	2014 Fee Rate	2015 Fee Rate	2016 Fee Rate	2017 Fee Rate	2018 Fee Rate	2019 Fee Rate	2020 Fee Rate	Comments	2018 Actual Revenues	2019 Estimated Revenues	2020 Estimated Revenues
Meal Donation per meal	\$4.00/meal	\$4.00/meal	\$4.00/meal	\$4.00/meal	\$4.00/meal	\$4/meal	\$4/meal	Requested donation we cannot "bill"	80,721.00	\$84,000.00	\$82,000.00
Mileage co-pay Veterans	\$30/trip	\$30/trip	\$30/trip	\$30/trip	\$30/trip	\$30/trip	\$30/trip	Travel pay by VA to be relinquished	***	***	***
Mileage co-pay Non Veterans:											
1-5 trip	* was a flat rate base on mileage	.28/mi	.28/mi	.27/mi	.27/mi	.29/mi	.29/mi	Fee is to be 1/2 IRS rate with program with state grant dollars covering 1/2	***	***	***
6+ trip	* was a flat rate base on mileage	.14/mi	.14/mi	.14/mi	.14/mi	.14/mi	.14/mi	Fee is to be 1/4 IRS rate with program with state grant dollars covering 1/4	***	***	***
Social Van Trips					\$1/trip	\$1/trip	\$1/trip	Set as an introductory price to develop users of the program. Due to budget not needed to be increased	***	***	***
								*** Total transport program income:	51,024.00	\$49,200.00	\$50,000.00

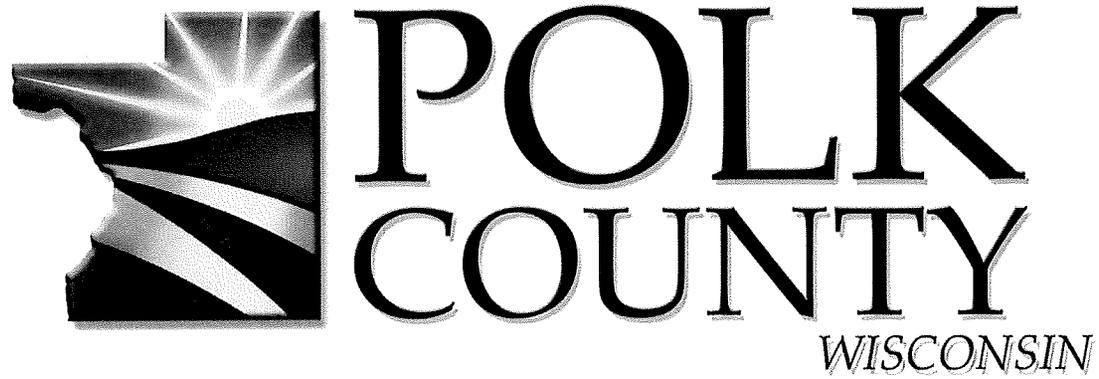
Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?

Meals: Yes, this is done annually. 2018= \$10.89/meal. Due to the required donation basis we only receive \$2.24/meal average.

When is the last time there was an increase in fees?

Mileage automatically adjusts based on our reimbursement to drivers at IRS rate. Meals had not been adjusted since we have taken over program several years ago. A raise would likely result in less usage than increased donations.

# Public Safety and Highway



## Fee Schedule

**Department:** District Attorney  
**Completed By:** Belinda Cash  
**Date Completed:** 7/22/2019

Type of Fee	2014	2015	2016	2017	2018	2019	2020	Comments	2018	2019	2020
	Fee Rate		Actual Revenues	Estimated Revenues	Estimated Revenues						
Restitution Surcharge - percentage of total	0.10	0.10	0.10	0.10	0.10	0.10	0.10	Clerk Of Court will be collecting most restitution surcharge in 2019	2,050.00	591.00	3,184.39
DJOC Fee	150.00	150.00	150.00	150.00	150.00	150.00	150.00		16,859.50	17,196.69	7,257.56
District Attorney Fees									19,595.91	21,487.83	8,709.08
<b>Discovery Photocopies</b>											
State Public Def per page	0.20	0.20	0.20	0.20	0.20	0.20	0.20				
Private Bar per page	0.50	0.50	0.50	0.50	0.50	0.50	0.50				
<b>Discovery CD/DVD</b>											
State Public Def each	5.00	5.00	5.00	5.00	5.00	5.00	5.00				
Private Bar each	10.00	10.00	10.00	10.00	10.00	10.00	10.00				
<b>Discovery Photograph Reprints</b>											
State Public Def each max for 5x7 smaller	0.50	0.50	0.50	0.50	0.50	0.50	0.50				
State Public Def each max for 5x7 larger	1.00	1.00	1.00	1.00	1.00	1.00	1.00				
Private Bar each any size	2.00	2.00	2.00	2.00	2.00	2.00	2.00				
<b>Discovery Counter Copies</b>											
State Public Def each	0.20	0.20	0.20	0.20	0.20	0.20	0.20				
Private Bar each	2.00	2.00	2.00	2.00	2.00	2.00	2.00				

Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?

Cost analysis has not been done. Most fees are per statute.

When is the last time there was an increase in fees?

There has been no increase in fees for 10 years.



## Fee Schedule

Department: Highway

Completed By: Carrie Olson

Date Completed: 7/1/2019

Type of Fee	2014 Fee Rate	2015 Fee Rate	2016 Fee Rate	2017 Fee Rate	2018 Fee Rate	2019 Fee Rate	2020 Fee Rate	Comments	2018	2019	2020
									Actual Revenues	Estimated Revenues	Estimated Revenues
<b>Access Permits</b>								Access Permits - 2018 Actual cost \$6570.24			
Housing Developments	\$ 515.00	\$ 515.00	\$ 515.00	\$ 515.00	\$ 515.00	\$ 515.00	\$ 515.00		\$0.00	\$0.00	\$0.00
Residential	\$ 295.00	\$ 295.00	\$ 295.00	\$ 295.00	\$ 295.00	\$ 295.00	\$ 295.00		\$3,540.00	\$3,835.00	\$6,300.00
Field Access	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00	\$ 180.00		\$900.00	\$900.00	\$900.00
Field Visit Only	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00		\$300.00	\$300.00	\$300.00
Minor Modifications	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00		\$275.00	\$500.00	\$500.00
<b>Utility Permits</b>								Utility Permits - 2018 Actual costs \$ 5493.01			
Basic Permit	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00		\$2,000.00	\$2,500.00	\$2,200.00
Open Cut Pavement	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00		\$500.00	\$500.00	\$500.00
*Bore Pre & Post Inspections	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	\$ -	**County Board eliminated these fees in 2016	\$0.00	\$0.00	\$0.00
*Trenching	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	\$ -		\$0.00	\$0.00	\$0.00
*Imp in Hwy Intersections	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	\$ -	\$ -	\$ -		\$0.00	\$0.00	\$0.00
*Plowing	\$ 50.00	\$ 50.00	\$ 50.00	\$ -	\$ -	\$ -	\$ -		\$0.00	\$0.00	\$0.00
<b>Oversize Overwidth Permits</b>								OSOW - 2018 Actual costs \$ 325.62			
Single Trip	\$ 25.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00		\$60.00	\$90.00	\$90.00
Multiple Trips	\$ 100.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 110.00		\$110.00	\$110.00	\$110.00
Housemoving	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00		\$50.00	\$100.00	\$100.00

Has any analysis been done to determine the cost of providing the services versus the fee being charged? If so, when and what were the results?

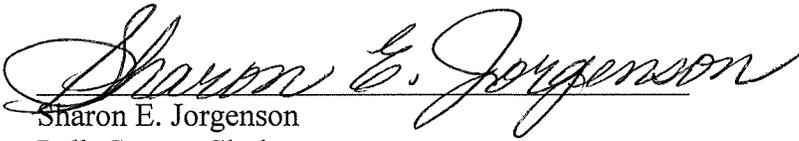
See above

When is the last time there was an increase in fees?

2015

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 August 20, 2019.

  
Sharon E. Jorgenson  
Polk County Clerk