



# POLK COUNTY, WISCONSIN

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Sharon Jorgenson, County Clerk  
100 Polk Plaza, Suite 110, Balsam Lake, WI 54810  
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## Minutes

### General Government Committee

County Board Room  
Balsam Lake, WI 54810  
10:00 a.m. Thursday, January 11, 2018

Meeting called to order by Chair Masters at 10:04 a.m.  
Members present

Attendee Name	Title	Status
Brian Masters	Chair	Present
Russ Arcand	Vice Chair	Present
Dean Johansen	Supervisor	Absent
Larry Jepsen	Supervisor	Present
Chris Nelson	Supervisor	Present

Also present: Sharon Jorgenson, County Clerk; Dana Frey, County Administrator; Debbie Peterson, Director Parks/Buildings; and member of the press. Chris Nelson joined meeting at 10:16 a.m.

**Approval of Agenda-** Chair Masters called for a motion to approve agenda as noticed. **Motion** (Jepsen/Arcand) to approve agenda. Chair Masters called for a voice vote on the motion to approve agenda as noticed. **Motion** carried by unanimous voice vote.

**Approval of Minutes-** Chair Masters called for a motion to approve the minutes of the December 15, 2017 meeting. **Motion** (Masters/Jepsen) to approve December 15, 2017 minutes as published. Chair Masters called for a voice vote on the motion to approve December 15, 2017 minutes. **Motion** carried by unanimous voice vote.

**Public Comment** – Time was given for public comment. Public comment was received.

### Announcements

Committee received information from Administrator Frey regarding update of potential WITC lease of school/library building. Lease is in draft process by WITC Attorney.

Committee received information from Administrator Frey regarding update on nonprofit funding in 2018 budget.

Committee received information from Administrator Frey regarding two court ordered out of home placement costs at \$30,000 each per month per child and increasing impacts to budget if court ordered placements increase.

Committee received information from Administrator Frey regarding 3 fairgrounds buildings that need structural engineer review and grandstand demolition bid estimate updates. Request for demolition proposals/bids will be on website (under Request for Proposal) in late January. Bleachers are reserved for possible rental (\$14,000) this year for fair.

**Discussion items**

Committee received hand-out and information from Administrator Frey regarding County Board technology improvements and electronic meeting materials and estimated costs. Funding for Board Technology is included in 2018 budget. **Motion** (Jepsen/Arcand) to recommend Option three of Board Mobile Computer Options to County Board Committee of the Whole. Chair Masters called for a voice vote on said recommendation. **Motion** carried by unanimous voice vote.

Committee discussed items to add to 2018 Work plan: Funding information on trail systems, building security, future building remodeling.

Committee requested 7 year financial analysis information on Lime Quarry and Recycling Center.

**Action Items**

No action items

**Future Agenda Items**

Purchase option for fairground bleachers/grandstand demolition information, committee meeting times, discussion regarding turning fairgrounds buildings & grounds over to Fair Board

Financial analysis information on Lime Quarry and Recycling Center - March committee meeting agenda

Committee requested that hiring selection and process for County Administrator be placed as future agenda item for Executive Committee agenda.

Next meeting Thursday, February 8, 2018 at 10:00 a.m.

**Adjourn**

**Motion** (Masters/Jepsen) to adjourn. Chair Masters called for a voice vote on the motion to adjourn. **Motion** carried by unanimous voice vote.

Meeting adjourned 11:28 a.m.

Respectfully submitted,

Sharon E. Jorgenson  
County Clerk



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## AGENDA AND NOTICE OF MEETING

### GENERAL GOVERNMENT COMMITTEE

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

County Board Room

Thursday, January 11<sup>th</sup>, 2018, at 10:00 a.m.

A quorum of the County Board may be present

Materials: December 15<sup>th</sup>, 2017, Minutes

- |       |   |                  |
|-------|---|------------------|
| 10:00 | <b>1. Call to order</b> <ul style="list-style-type: none"><li>a. Approval of agenda</li><li>b. Approval of minutes for December 15, 2017</li></ul>                    | Brian<br>Masters |
| 10:05 | <b>2. Public comment (3 minutes)</b>  |                  |
| 10:10 | <b>3. Committee information</b> <ul style="list-style-type: none"><li>a. WITC lease update</li><li>b. Update on nonprofit funding in 2018 budget</li></ul>            | Dana             |
|       | <b>4. Discussion items</b> <ul style="list-style-type: none"><li>a. Board technology improvements and electronic meeting materials</li><li>b. 2018 Workplan</li></ul> | Todd<br>Dana     |
| 11:00 | <b>5. Identification of Subject Matters for Upcoming Meetings</b>   |                  |
|       | <b>6. Adjourn</b>   |                  |

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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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## Minutes

### General Government Committee

County Board Room  
Balsam Lake, WI 54810  
10:00 a.m. Friday, December 15, 2017

Meeting called to order by Chair Masters at 10:00 a.m.  
Members present

Attendee Name	Title	Status
Brian Masters	Chair	Present
Russ Arcand	Vice Chair	Absent
Dean Johansen	Supervisor	Present
Larry Jepsen	Supervisor	Absent
Chris Nelson	Supervisor	Present

Also present: Sharon Jorgenson, County Clerk; Andrea Jerrick, Deputy County Administrator/Employee Relations Director; Jeff Fuge, Corporation Counsel; Pete Johnson, Sheriff; Wes Revels, Chief Deputy; Vince Netherland, Director of Polk County Economic Development Corporation; Tracy LaBlanc, County Board Supervisor; and Doug Route, County Board Supervisor

**Approval of Agenda-** Chair Masters called for a motion to approve amended agenda as noticed. **Motion** (Johansen/Nelson) to approve amended agenda. Chair Masters called for a voice vote on the motion to approve amended agenda as noticed. **Motion** carried by unanimous voice vote.

**Approval of Minutes-** Chair Masters called for a motion to approve the minutes of the November 9, 2017 meeting. **Motion** (Masters/Johansen) to approve November 9, 2017 minutes as published. Chair Masters called for a voice vote on the motion to approve November 9, 2017 minutes. **Motion** carried by unanimous voice vote.

**Public Comment** – Time was given for public comment. Public comment was received.

### Announcements

Committee received information from Corporation Counsel, Jeff Fuge regarding potential WITC lease of school/library building and Resolution No. 82-17: Resolution to Authorize Lease of Library/School Building to Wisconsin Indianhead Technical College for Satellite Campus. Committee received an amendment for Resolution No. 82-17 for consideration.

Committee received Memorandum from Administrator Frey regarding considerations and recommendations for the following resolutions: Resolution No. 82-17: Resolution to Authorize Lease of

Library/School Building to Wisconsin Indianhead Technical College for Satellite Campus, Resolution No. 80-17: Resolution Concerning Demolition of Fairgrounds Grandstand by Polk County Fair Society, and Resolution No. 81-17: Resolution to Dedicate and Allocate Proceeds of Sale of Tax Delinquent Properties for Redemption of 2017 Promissory Notes.

### **Action Items**

Recommendation on Resolution No. 74-17: Resolution to Authorize Lease of Lime Quarry Lands to Sundbakken Farm, Inc. Committee received information from Dave Peterson, Lime Quarry Manager regarding lease to Sundbakken Farm, Inc. Committee received map of lime quarry lands marking acreage for crop lease. **Motion** (Johansen/Nelson) to recommend Resolution No. 74-17 to County Board for passage. Chair Masters called for a voice vote on the motion to recommend Resolution No. 74-17 to County Board for passage. **Motion** carried by unanimous voice vote.

Recommendation on Resolution No. 77-17: Resolution to Amend 2017 Budget to Incorporate Purchase of Search and Rescue Drone and Force to Force Training Equipment Funded by Federal Forfeiture Revenue. Committee received information from Wes Revels, Chief Deputy regarding use of drone for search and rescue. **Motion** (Johansen/Nelson) to recommend Resolution No. 77-17 to County Board for passage. Chair Masters called for a voice vote on the motion to recommend Resolution No. 77-17 to County Board for passage. **Motion** carried by unanimous voice vote.

Recommendation on Resolution No. 78-17 Resolution to Ratify Labor Agreement with Wisconsin Professional Police Association – Field Services Association Local 201 for Period Beginning January 1, 2018 and recommendation on Resolution No. 85-17 Resolution to Ratify Labor Agreement with Wisconsin Professional Police Association –Field Services Sergeants Association for Period Beginning January 1, 2018. Committee received information regarding labor agreements for Resolution No. 78-17 and Resolution No. 85-17 from Andrea Jerrick, Deputy Administrator. Committee received a copy of the contract for Field Services Sergeants Association (Resolution No. 85-17). **Motion** (Nelson/Johansen) to recommend both Resolution No. 78-17 and Resolution No. 85-17 to County Board for passage. Chair Masters called for a voice vote on the motion to recommend Resolution No. 78-17 and Resolution No. 85-17 to County Board for passage. **Motion** carried by unanimous voice vote.

Recommendation on Resolution No. 82-17: Resolution to Authorize Lease of Library/School Building to Wisconsin Indianhead Technical College for Satellite Campus. Committee received information regarding lease and possible amendment to Resolution No. 82-17 from Jeff Fuge, Corporation Counsel. Committee identified additional needs of lease including: access, term of lease, first right of refusal, and signage. Placement of sign for WITC will require approval from Village of Balsam Lake. Additional needs to be discussed in Committee of the Whole. Chair Masters called for a motion to bring Resolution 82-17 to the floor. **Motion** (Johansen/Nelson) to recommend Resolution No. 82-17 taking into consideration recommendations from Administrator Frey, consideration of additional needs of lease identified by committee, and amendments (as provided to Committee by Corporation Counsel) to County Board for passage. Chair Masters called for a voice vote on the motion to recommend Resolution No. 82-17 with said considerations/amendments to County Board for passage. **Motion** carried by unanimous voice vote.

Recommendation on Resolution No. 80-17: Resolution Concerning Demolition of Fairgrounds Grandstand by Polk County Fair Society. Committee received information from Supervisor Tracy LaBlanc, representative of Fair Board with proposal regarding time line of demolition of grandstand by Fair Board and bonding/insurance. Committee received letter from Bryan Chance, Risk Management Consultant from Aegis, Polk County's liability insurance company regarding risk factors of demolition of the

grandstand by the Fair Society. Committee concerns regarding liability, including premise liability and environmental liability to be discussed at County Board Meeting in Committee of the Whole in more detail. Bids are needed to determine cost for demolition as provided for under Resolution 60-17.

**Motion** (Nelson/Johansen) to NOT recommend Resolution No. 80-17 to County Board. Chair Masters called for a voice vote on the motion to withhold recommendation of Resolution No. 80-17 to County Board. **Motion** carried by unanimous voice vote.

Recommendation on Resolution No. 81-17: Resolution to Dedicate and Allocate Proceeds of Sale of Tax Delinquent Properties for Redemption of 2017 Promissory Notes. Committee received information regarding the resolution from Corporation Counsel, Jeff Fuge and Deputy Administrator, Andrea Jerrick.

**Motion** (Nelson/Johansen) to send Resolution No. 81-17 to County Board **with no** recommendation. Chair Masters called for a voice vote on the motion to send Resolution No. 81-17 to County Board with no recommendation. **Motion** carried by unanimous voice vote.

Recommendation on Resolution No. 84-17: Resolution to Authorize Civil Action for Money Judgment for Collection of Delinquent Taxes – 811 Wisconsin Avenue, Amery, Wisconsin. Committee received information from Corporation Counsel, Jeff Fuge regarding process of judgment, amounts owing, condition of the property, and the likelihood of satisfying taxes and Golden Age Manor account from execution sale. **Motion** (Nelson/Johansen) to adopt recommendation of Corporation Counsel to recommend to County Board that Resolution No. 84-17 be defeated; to advise that the Finance Director explore a determination that the Golden Age Manor account is uncollectible and appropriate for write-off; and that the County initiate discussions with the City of Amery regarding an intergovernmental transfer of the tax delinquent property. Chair Masters called for a voice vote. **Motion** carried by unanimous voice vote.

### **Future Agenda Items**

Board Technology, Work Plan items

Next meeting Thursday, January 11, 2018 at 10:00 a.m.

### **Adjourn**

**Motion** (Nelson/Johansen) to adjourn. Chair Masters called for a voice vote on the motion to adjourn.

**Motion** carried by unanimous voice vote.

Meeting adjourned 11:47 a.m.

Respectfully submitted,

Sharon E. Jorgenson  
County Clerk