



POLK COUNTY, WISCONSIN

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

Minutes

General Government Committee

County Board Room
Balsam Lake, WI 54810
10:00 a.m. Thursday, August 10th, 2017

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

Members present

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

Also present: Sharon Jorgenson, County Clerk; Dana Frey, County Administrator; Andrea Jerrick, Deputy County Administrator/Employee Relations Director; Jeff Fuge, Corporation Counsel; Brad Olson, County Board Supervisor; Pete Johnson, Sheriff; Amanda Nissen, Treasurer; and member of the press.

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

Motion (Jepsen/Masters) to move Discussion items (#6) on agenda for consideration ahead of Closed Session agenda item. Chair Masters called for a voice vote on the motion to move agenda item. **Motion** to move agenda item carried by unanimous voice vote.

Approval of Minutes- Chair Masters called for a motion to amend and approve the minutes of the July 17th, 2017 meeting. **Motion** (Jepsen/Masters) to approve July 17th, 2017 minutes –(scrivener’s error on agenda showed date as June 8th minutes, correct date was July 17th). Chair Masters called for a voice vote on the motion to approve July 17th, 2017 minutes. **Motion** carried by unanimous voice vote.

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

Announcements

Committee received annual reports from Administrator Frey on County-owned real property and accounts receivable plan. Administrator Frey announced Polk County Auction will be held at Highway Department at 3:00 p.m. on August 10th, 2017.

Committee received current list of all properties owned by Polk County and a list of tax deed properties. Committee received quarterly report of purchases \$20,000 and over. Committee received update on pending clean-up work on old Human Services accounts receivables. Committee received 2018 fee schedule from Administrator Frey.

Committee received update from Deputy Administrator Andrea Jerrick on Highway Facility project and upcoming meetings related to Highway Facility. Initial bids will be awarded at September 19, 2017 County Board Meeting.

Action Items

Recommendation on Resolution 16-17: Resolution to Amend 2017 County Budget to Provide for Consulting Services Concerning the Repair or Restoration of the Polk County Fairground Grandstand was discussed. **Motion** (Jepsen/Johansen) to bring Resolution 16-17 to the floor for consideration of recommendation to County Board. **Motion** (Johansen/Nelson) to move Resolution 16-17 to Board without recommendation, Chair Masters called for a voice vote on the motion to move Resolution 16-17 to the County Board without recommendation. **Motion** to move Resolution 16-17 to the County Board without recommendation carried by majority voice vote with Supervisor Masters voting no (against recommendation to County Board).

Recommendation on Resolution 48-17: Resolution to Amend County Finance Policy to Require Additional Budget Documentation from External Agencies was discussed. Administrator Frey recommended striking lines 38-40 from Resolution 48-17. **Motion** (Nelson/Jepsen) to amend Resolution 48-17 striking lines 38 through 40, approve Resolution 48-17 as amended, and recommend passage to County Board. Chair Masters called for a voice vote on the motion to approve Resolution 48-17 as amended and recommend passage to the County Board. **Motion** to approve and recommend passage of amended Resolution 48-17 to County Board carried by unanimous voice vote.

Recommendation on Resolution 51-17: Resolution to Adopt Draft Master Fee Schedule for 2018 Budget Proposal was discussed. **Motion** (Jepsen/Masters) to approve Resolution 51-17 and recommend passage to County Board. Chair Masters called for a voice vote on the motion to approve and recommend passage of Resolution 51-17. **Motion** to approve and recommend passage of Resolution 51-17 to County Board carried by unanimous voice vote.

Recommendation on Resolution 52-17: Initial Resolution Authorizing the Issuance of Not to Exceed \$11,330,000 General Obligation Bonds or Promissory Notes for Highway Facility Project was discussed. **Motion** (Jepsen/Johansen) to approve Resolution 52-17 and recommend passage to County Board. Committee received information from Administrator Frey on financing on Highway Facility Project with Frey's recommendation that 1.1 million Bishop building purchase be paid out of fund balance and possibly a portion of the highway project. Committee received information from Administrator Frey regarding fund balance requirements and current fund balance status. Chair Masters called for a voice vote on the motion to approve and recommend passage of Resolution 52-17 to County Board. **Motion** to approve and recommend passage of Resolution 52-17 to County Board carried by unanimous voice vote.

Recommendation on Resolution 55-17: Initial Resolution Authorizing the Issuance of Not to Exceed \$7,055,000 General Obligation Refunding Bonds was discussed. **Motion** (Johansen/Masters) to approve Resolution 55-17 and recommend passage to County Board. Chair Masters called for a voice vote on the

motion to approve and recommend passage of Resolution 55-17 to County Board. **Motion** to approve and recommend passage of Resolution 55-17 to County Board carried by unanimous voice vote.

Recommendation on Resolution 56-17: Resolution Providing for the Sale of General Obligation Bonds or Promissory Notes for Highway Facility Project and Refunding was discussed. **Motion** (Johansen/Masters) to approve Resolution 56-17 and recommend passage to County Board. Chair Masters called for a voice vote on the motion to approve Resolution 56-17 and recommend passage to County Board. **Motion** to approve and recommend passage of Resolution 56-17 to County Board carried by unanimous voice vote.

Discussion Items

Committee received update from Administrator Frey regarding building security. Security analyst to review building security at Justice Center and Government Center on Friday, August 11, 2017 and offer recommendations for security. Administrator Frey will make recommendation regarding Government Center and Justice Center security for County Board approval.

Future Agenda Items

Next meeting Thursday, September 14th, 2017 at 10:00 a.m.

September meeting items:

Budget

Committee requests presentation/report from Tourism regarding expenditures, etc

Closed session for negotiation of Labor Agreement with WPPA – if needed

Other items remaining on Work Plan: Paper Reduction, Capital improvement planning, IT developments and innovation, Employment issues and trends.

***CLOSED SESSION* -- 11:35 a.m. – (Minutes Separate and under seal)**

Motion (Jepsen/Nelson) to go into closed session at 11:35 a.m. **Motion** carried by unanimous voice vote.

Reconvened in Open Session at 11:50 a.m.

Adjourn

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

Meeting adjourned 11:51 a.m.

Respectfully submitted,

Sharon E. Jorgenson
County Clerk



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

GENERAL GOVERNMENT COMMITTEE

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

County Board Room

Thursday, August 10th, 2017 at 10:00 a.m.

A quorum of the County Board may be present

Materials: July 17th, 2017 Minutes

- 10:00 **1. Call to order**
- a. Approval of agenda
 - b. Approval of minutes for July 17th, 2017.
- Brian
Masters
- 10:05 **2. Public comment (3 minutes)**
- 10:10 **3. Announcements and committee information**
- a. Annual report on County-owned real property
 - b. Accounts receivable action plan
 - c. Upcoming County auction
- Dana
Frey
- 10:15 **4. Action Items**
- a. Resolution No.16-17: Resolution to Amend 2017 County Budget to Provide for Consulting Services Concerning the Repair or Restoration of the Polk County Fairground Grandstand
 - b. Resolution No. 48-17: Resolution to Amend County Finance Policy to Require Additional Budget Documentation from External Agencies
 - c. Resolution No. 51-17: Resolution to Adopt Draft Master Fee Schedule for 2018 Budget Proposal
 - d. *Resolution No. 52-17: Initial Resolution Authorizing the Issuance of Not to Exceed \$11,330,000 General Obligation Bonds or Promissory Notes for Highway Facility Project
 - e. *Resolution 55-17: Initial Resolution Authorizing the Issuance of Not to Exceed \$7,055,000 General Obligation Refunding Bonds
 - f. *Resolution 56-17: Resolution Providing for the Sale of General Obligation Bonds or Promissory Notes for Highway Facility Project and Refunding
- Dana
Frey
- 5. Closed Session:**
- a. Pursuant to Wisconsin Statute Section 19.85(1)(e), the Committee may convene in closed session for purposes of considering collective bargaining strategy, review and/or negotiation of labor agreement benefits/contracts including negotiation of WPPA – Field Services labor agreement commencing January 1, 2018:, the conduct of said specified public business, due to competitive or bargaining reasons, require a closed session. Following the closed session, the Committee will convene in open session to give an announcement on matters considered in closed session and to consider and act upon matters noticed herein for consideration and action in open session.
- Andrea
Jerrick
- 11:30 **6. Discussion Items**

- a. Government Center/Justice Center security and related operational issues

Dana
Frey

7. Identification of Subject Matters for Upcoming Meetings

8. 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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AGENDA AND NOTICE OF MEETING

GENERAL GOVERNMENT COMMITTEE

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

County Board Room

Thursday, August 10th, 2017 at 10:00 a.m.

A quorum of the County Board may be present

Materials: July 17th, 2017 Minutes

- 10:00 **1. Call to order**
- a. Approval of agenda
 - b. Approval of minutes for June 8th, 2017 – Amend minutes as needed.
- Brian Masters
- 10:05 **2. Public comment (3 minutes)**
- 10:10 **3. Announcements and committee information**
- a. Annual report on County-owned real property
 - b. Accounts receivable action plan
 - c. Upcoming County auction
- Dana Frey
- 10:15 **4. Action Items**
- a. Resolution No.16-17: Resolution to Amend 2017 County Budget to Provide for Consulting Services Concerning the Repair or Restoration of the Polk County Fairground Grandstand
 - b. Resolution No. 48-17: Resolution to Amend County Finance Policy to Require Additional Budget Documentation from External Agencies
 - c. Resolution No. __-17: Initial authorization for bonding for highway facility
 - d. Resolution No. __-17: Resolution to Adopt Draft Master Fee Schedule for 2018 Budget Proposal
- Dana Frey
- 5. Closed Session:**
- a. Pursuant to Wisconsin Statute Section 19.85(1)(e), the Committee may convene in closed session for purposes of considering collective bargaining strategy, review and/or negotiation of labor agreement benefits/contracts including negotiation of WPPA – Field Services labor agreement commencing January 1, 2018; the conduct of said specified public business, due to competitive or bargaining reasons, require a closed session. Following the closed session, the Committee will convene in open session to give an announcement on matters considered in closed session and to consider and act upon matters noticed herein for consideration and action in open session.
- Andrea Jerrick
- 11:30 **6. Discussion Items**
- a. Government Center/Justice Center security and related operational issues
- Dana Frey
- 7. Identification of Subject Matters for Upcoming Meetings**
- 8. 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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Minutes

General Government Committee

County Board Room
Balsam Lake, WI 54810
10:00 a.m. Monday, July 17th, 2017

Meeting called to order by Chair Masters at 10:01 a.m.

Members present

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

Also present: Sharon Jorgenson, County Clerk; Dana Frey, County Administrator; Andrea Jerrick, Deputy County Administrator/Employee Relations Director; Maggie Wickre, Finance Director; Tammy Peterson, Admin. Executive Secretary; Rhoda Hatzenbeller, Bookkeeper; Jenelle Lindquist, Fiscal Intermediate Support; Amanda Nissen, Treasurer; Brock Geyen, Auditor from CliftonLarsonAllen; and member of the press.

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

Approval of Minutes- Chair Masters called for a motion to amend and approve the minutes of the June 8th, 2017 meeting. **Motion** (Johansen/Arcand) to approve June 8th, 2017 minutes. Chair Masters called for a voice vote on the motion to approve June 8th, 2017 minutes. **Motion** carried by unanimous voice vote.

Public Comment – Time was given for public comment. No public comment was received.

Announcements

Committee received 2016 departmental annual reports from Administrator Frey and updates on the Highway Facility project.

Action Items

Committee reviewed/discussed proposed Resolution 16-17: Resolution to Amend 2017 County Budget to Provide for Consulting Services Concerning the Repair or Restoration of the Polk County Fairground Grandstand. **Motion** (Johansen/Arcand) to move Resolution 16-17 to County Board with no recommendation. Chair Masters called for a voice vote on the motion to move Resolution 16-17 to the County Board without any recommendation. **Motion** carried by unanimous voice vote.

Recommendation on Resolution 45-17: Resolution to Update Designation of Persons Authorized to Request Coverage under Legal Loss Prevention Services Endorsement of Wisconsin County Mutual Insurance Corporation Liability Policies was discussed. Motion (Johansen/Masters) to approve Resolution 45-17 and recommend passage to County Board. Chair Masters called for a voice vote on the motion to approve and recommend passage. Motion to approve and recommend passage of Resolution 45-17 to County Board carried by unanimous voice vote.

Committee received presentation from Amanda Nissen, Treasurer regarding bank bids received from Midwest One Bank and Bremer Bank. After analysis of bids by Investment Committee, Nissen recommended that Polk County stay with Midwest One Bank for another two year contract term. Motion (Johansen/Arcand) to approve Midwest One Bank as bank for Polk County operating accounts. Chair Masters called for a voice vote on the motion to approve Midwest One as bank for Polk County for two year contract. Motion carried by unanimous voice vote.

Discussion Items

Committee received annual audit reports and annual audit summary report from Brock Geyen, Auditor from CliftonLarsonAllen. Overall findings were positive though some issues regarding segregation of duties in cash handling are pending resolution.

Committee received information from Administrator Frey regarding cash handling and segregation of duties.

Committee received update on government building security from Administrator Frey. Committee received suggested remodel plan rendition from Administrator Frey. Tentative plan would create a central Business Office combining Treasurer and County Clerk offices with goals of addressing security concerns and cash handling with all cash transactions handled by Treasurer Office to greatest extent possible for transactions involving Register of Deeds fees, County Clerk fees, and Zoning fees. Security updates incorporated in the remodel would address security for offices of Register of Deeds and Zoning as well.

Committee received information from Administrator Frey regarding Accounts Receivable reporting and practices.

Future Agenda Items

Next meeting Thursday, August 10th, 2017 at 10:00 a.m.

August meeting items:

Fee Schedule

Review/Recommendations regarding Fund Balance

Report/inventory on Real (county) property

Other items on Work Plan: Paper Reduction, Capital improvement planning, IT developments and innovation, Employment issues and trends

Adjourn

Motion (Johansen/Masters) to adjourn. **Motion** carried by unanimous voice vote.

Meeting adjourned 11:19 a.m.

Respectfully submitted,

Sharon Jorgenson
County Clerk

1 Polk County Board of Supervisors
2 Resolution No. 16-17

3 Resolution To Amend 2017 County Budget To Provide For Consulting Services Concerning the
4 Repair or Restoration of the Polk County Fairground Grandstand;

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

7 Ladies and Gentlemen:

8 WHEREAS, in adopting Resolution No. 2-17, the Polk County Board of Supervisors established the
9 Polk County Ad Hoc Committee on Fairgrounds Infrastructure to investigate cost estimates relating
10 to the repair or restoration of the Fair grandstand and to provide report and recommendation to the
11 County Board at the March 2017 regular meeting; and

12 WHEREAS, upon review of preliminary information at its February 28, 2017 meeting, the Ad Hoc
13 Committee on Fairgrounds Infrastructure recommended that the County Board authorize and
14 appropriate for expenditure the sum of up to \$21,000 for a structural evaluation of the grandstand to
15 accurately determine the repair or restoration costs. Evaluation to be completed by December 15, 2017.

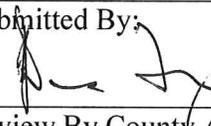
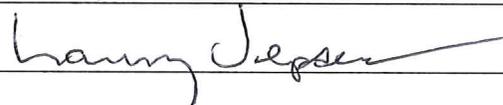
16 NOW, THEREFORE, BE IT RESOLVED that, pursuant to Wisconsin Statute Section 65.90(5)(a),
17 the Polk County Board of Supervisors authorizes an amendment to the 2017 County Budget to
18 transfer the sum of up to \$21,000 from County Fund Balance to the Fair Operating Budget – Other
19 Professional Services 101-20-55460-219), said sum to be expended toward the purchase of a
20 structural evaluation and other consulting services on the design of the repairs or restoration of the
21 grandstand. Said structural evaluation to be completed by December 15, 2017.

22 BE IT FURTHER RESOLVED that, pursuant to Wisconsin Statute Section 65.90(5)(a), the Polk
23 County Board of Supervisors directs the Clerk to publish this resolution by Class 1 notice under
24 Sections 985.02 and 985.07(1) within 15 days of passage and post the adopted resolution on the
25 County's website.

(Continued on Page 2)

Polk County Board of Supervisors
Resolution No. 16-17

Resolution To Amend 2017 Budget To Provide For Consulting Services Concerning the Repair or Restoration of the Polk County Fairground Grandstand

Funding Source/ Funding Amount:	Fund Balance: \$
Date Reviewed as to Appropriations:	March 9, 2017 General Government Committee
Committee Recommendation as To Appropriation:	
Effective Date:	Upon Passage and Publication
Dated Submitted To County Board	March 21, 2017
Submitted By: 	
Review By County Administrator: <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only <hr/> Dana Frey, County Administrator	Review By Corporation Counsel: <input checked="" type="checkbox"/> Approved as to Form <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input checked="" type="checkbox"/> Reviewed Only  <hr/> Jeffrey B. Fuge, Corporation Counsel

Acknowledgement of County Board Action

Mark As Appropriate:

At its regular business meeting on the of , 2017, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. 16-17: Resolution To Amend 2017 County Budget To Provide For Consulting Services Concerning the Repair or Restoration of the Polk County Fairground Grandstand; as follows:

- Enacted by two-thirds majority of the board of supervisors by a vote of _____ in favor and _____ against.
- Enacted by unanimous vote.
- Defeated by a vote of _____ in favor and _____ against.
- Defeated by voice vote.
- Action Deferred by Procedural Action, as follows: _____

SIGNED BY:



 Dean Johansen, County Board Chairperson

Attest: 

 Sharon Jorgenson, County Clerk

Resolution No. 48- 17

Resolution to Amend County Finance Policy to Require Additional Budget Documentation from External Agencies.

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

Ladies and Gentlemen:

WHEREAS, the Polk County Board of Supervisors provides funding to agencies that are not a direct part of County government; and

WHEREAS, these agencies provide valuable services for the citizens of Polk County; and

WHEREAS, the Polk County Board of Supervisors also has a fiduciary responsibility to the taxpayers of Polk County to ensure their funds are well spent and held to the same standards as County departments; and

WHEREAS, current policies require reporting of some financial information and can be expanded; and

WHEREAS, improved reporting would help assure that both service needs and financial standards are adequately met without placing an undue burden on these outside agencies.

NOW, THEREFORE, BE IT THEREFORE RESOLVED that Polk County Financial Policies section 1.02(dd) is amended to read:

dd. *External agency* means an organization that is not directed by the County Board or an *elected* County official to which the County makes or has made an appropriation, including indirectly through providing space in a County facility for less than market rent, other than expenses for a County Board Supervisor or other delegate to participate in meetings.

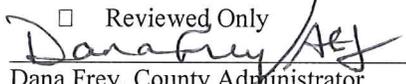
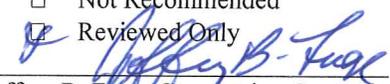
BE IT FURTHER RESOLVED that Polk County Financial Policies section 2.05(i) is amended to read:

i. *External agencies.* The budget as submitted by the administrator must include information as to whether external agencies have submitted a letter of agreement with the County, memorandum of understanding, or contract on file that is valid for the following year and whether that document incorporates an agreement to follow County financial policies for all funds provided by the County and language which indemnifies the County of all liability from operations of said agency. The budget documentation must also indicate whether the agency has submitted a copy of their bylaws, mission statement, information on insurance coverage, indemnification of the County, current audited financial statements as available, current and subsequent year's budget, and regular and current financial reports. Further, the budget documentation must also include information as to whether the following information has been submitted:

- 1) Documentation explaining how County funding is spent or evidence that the County funding results in budgetary savings or additional revenue;
- 2) A listing of key strategies, or actions the agency proposes to take in the following year to implement priorities as set by the County Board; and
- 3) Relevant output and outcome measures to assist with the assessment of the efficiency and effectiveness of programs.

38 In addition, no funding may be proposed that exceeds ___ percent of an organization's
 39 annual budget, and funding for external agencies may not exceed ___ percent of total
 40 General Fund revenues.

41 BE IT FURTHER RESOLVED that the Clerk is directed to engross the County Finance policy to incorporate
 42 the amendments adopted in this resolution and cause said revised policy to be issued and published on the
 43 County website.

Funding Source/ Funding Amount:	Not Applicable
Date Reviewed as to Appropriations:	Not Applicable
Committee Recommendation as To Appropriation:	Not Applicable
Effective Date:	Upon Passage and Publication
Dated Submitted To County Board	First Reading: July 18, 2017 Second Reading: August 15, 2017
Submitted By:	_____
Review By County Administrator: <input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only  Dana Frey, County Administrator	Review By Corporation Counsel: <input checked="" type="checkbox"/> Approved as to Form <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input checked="" type="checkbox"/> Reviewed Only  Jeffrey B. Fuge, Corporation Counsel

Acknowledgement of County Board Action

At its regular business meeting on the ____ of ____, 2017, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. 48-17: Resolution to Amend County Finance Policy to Require Additional Budget Documentation from External Agencies, as follows:

- Enacted by majority of all members, by a vote of _____ in favor and _____ against.
- Enacted by unanimous vote.
- Defeated by a vote of _____ in favor and _____ against.
- Defeated by voice vote.
- Action Deferred by Procedural Action, as follows: _____

SIGNED BY:

 Dean Johansen, County Board Chairperson

Attest:

 Sharon E. Jorgenson, County Clerk

Resolution No. 51-17

Resolution to Adopt Draft Master Fee Schedule for 2018 Budget Proposal

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

Ladies and Gentlemen:

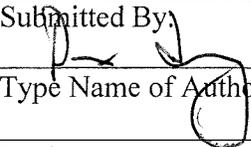
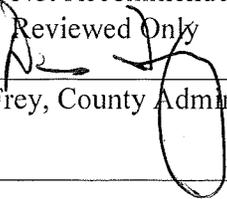
WHEREAS, pursuant to the Polk County Financial Policies, Section 5.1 Budget Preparation and Execution, the Polk County Board of Supervisors adopts a fee schedule that incorporates any fees or charges, including fees for services over which the County Board has discretion; and

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 2018 operating and capital budget recommendation.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors approves the draft Fee Schedule attached hereto and incorporated herein for purposes of inclusion and incorporation in the 2018 budget recommendation by the County Administrator.

BE IT FURTHER RESOLVED that the projected revenues from those fees reflected in said schedule shall be incorporated into the 2018 proposed budget and both fees and revenues therefrom may be amended in the same manner as said proposed budget.

Funding Source/ Funding Amount:	Not Applicable
Date Reviewed as to Appropriations:	Not Applicable
Committee Recommendation as To Appropriation:	Not Applicable
Effective Date:	Upon Passage
Dated Submitted To County Board	August 15, 2017
Submitted By:  _____ Type Name of Authoring Official	
Review By County Administrator: <input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only  _____ Dana Frey, County Administrator	Review By Corporation Counsel: <input checked="" type="checkbox"/> Approved as to Form <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only  _____ Jeffrey B. Page, Corporation Counsel

Acknowledgement of County Board Action

Mark As Appropriate:

At its regular business meeting on 15th of August, 2017, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No.51-17: Resolution to Adopt Draft Master Fee Schedule for 2018 Budget Proposal, as follows:

- Adopted by a vote of _____ in favor and _____ against.
- Adopted by majority voice vote.
- Defeated by a vote of _____ in favor and _____ against.
- Defeated by majority voice vote
- Action Deferred by Procedural Action, as follows: _____

SIGNED BY:

Dean Johansen, County Board Chairperson

Attest: _____
Sharon Jorgenson, County Clerk

RESOLUTION NO. 52-17

INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED
\$11,330,000 GENERAL OBLIGATION BONDS OR PROMISSORY NOTES
FOR HIGHWAY FACILITY PROJECT

WHEREAS, Polk County, Wisconsin (the "County") is in need of an amount not to exceed \$11,330,000 for the public purpose of financing the construction and equipping of a highway facility and reimbursement of related land and building acquisition costs; and

WHEREAS, it is desirable to authorize the issuance of general obligation bonds or promissory notes for such purpose pursuant to Chapter 67 of the Wisconsin Statutes;

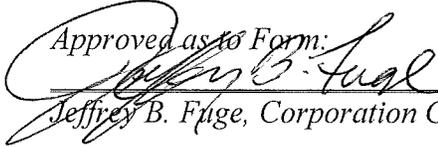
NOW, THEREFORE, BE IT RESOLVED by the Polk County Board of Supervisors that the County borrow an amount not to exceed \$11,330,000 by issuing its general obligation bonds or promissory notes for the public purpose of financing the construction and equipping of a highway facility and reimbursement of related land and building acquisition costs. There be and there hereby is levied on all the taxable property in the County a direct, annual tax in such years and in such amounts as are sufficient to pay when due the principal and interest on such bonds or notes.

Adopted this 15th day of August, 2017.

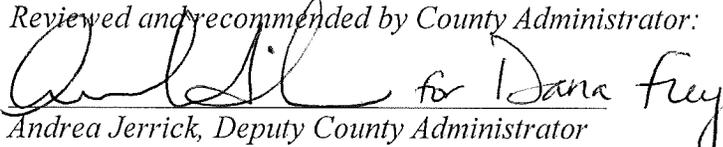
(SEAL)

By: _____
Sharon E. Jorgenson - County Clerk

By: _____
Dean Johansen
Chairperson of the County Board

Approved as to Form:


Jeffrey B. Fuge, Corporation Counsel

Reviewed and recommended by County Administrator:


Andrea Jerrick, Deputy County Administrator

RESOLUTION NO. 55-17

INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED
\$7,055,000 GENERAL OBLIGATION REFUNDING BONDS

WHEREAS, Polk County, Wisconsin (the "County") is in need of an amount not to exceed \$7,055,000 for the public purpose of refunding obligations of the County, specifically, the General Obligation Refunding Bonds, dated March 15, 2005, maturing in the years 2018 through 2021; and

WHEREAS, it is desirable to authorize the issuance of general obligation refunding bonds for such purpose pursuant to Chapter 67 of the Wisconsin Statutes;

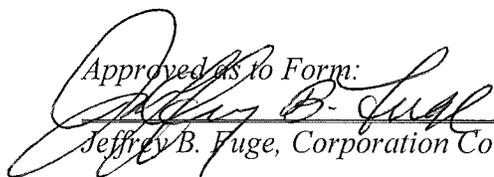
NOW, THEREFORE, BE IT RESOLVED by the Polk County Board of Supervisors that the County borrow an amount not to exceed \$7,055,000 by issuing its general obligation bonds for the public purpose of refunding obligations of the County. There be and there hereby is levied on all the taxable property in the County a direct, annual tax in such years and in such amounts as are sufficient to pay when due the principal and interest on such bonds.

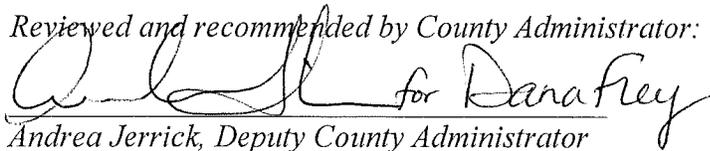
Adopted this 15th day of August, 2017.

(SEAL)

By: _____
Sharon E. Jorgenson - County Clerk

By: _____
Dean Johansen
Chairperson of the County Board

Approved as to Form:

Jeffrey B. Fuge, Corporation Counsel

Reviewed and recommended by County Administrator:

Andrea Jerrick, Deputy County Administrator

RESOLUTION NO. 56-17

RESOLUTION PROVIDING FOR THE SALE OF
GENERAL OBLIGATION BONDS OR PROMISSORY NOTES
FOR HIGHWAY FACILITY PROJECT AND REFUNDING

WHEREAS, the County Board of Supervisors of Polk County, Wisconsin (the "County") has adopted an initial resolution, by a vote of at least 3/4 of the members-elect of the County Board, authorizing the issuance of general obligation bonds or promissory notes in an amount not to exceed \$11,330,000 for the public purpose of financing the construction and equipping of a highway facility and reimbursement of related land and building acquisition costs; and

WHEREAS, the County Board of Supervisors has also adopted an initial resolution authorizing the issuance of general obligation bonds in an amount not to exceed \$7,055,000 for the public purpose of refunding obligations of the County, specifically, the General Obligation Refunding Bonds, dated March 15, 2005, maturing in the years 2018 through 2021.

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. Issuance of the Obligations. The County shall issue the general obligation bonds and/or promissory notes (the "Obligations") authorized by the initial resolutions referred to above, in one or more series, in amounts not to exceed those authorized by the initial resolutions.

Section 2. Sale of the Obligations. The County Board of Supervisors hereby authorizes and directs that the Obligations be offered for sale and, in order to facilitate the issuance of the Obligations, authorizes the County to contract with a financial advisor or underwriter to be selected by the County Administrator.

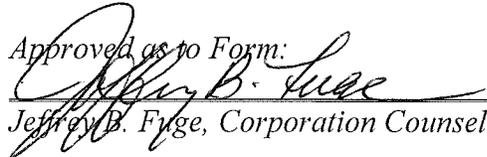
Adopted this 15th day of August, 2017.

(SEAL)

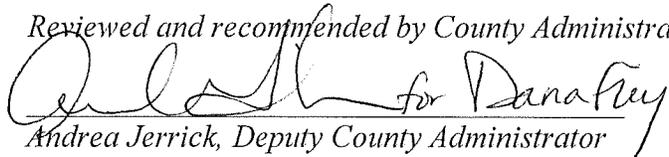
By: _____
Sharon E. Jorgenson - County Clerk

By: _____
Dean Johansen Chairperson
Chairperson of the County Board

Approved as to Form:


Jeffrey B. Fyge, Corporation Counsel

Reviewed and recommended by County Administrator:


Andrea Jerrick, Deputy County Administrator

Purchases of \$20000 2nd qtr 2017

Payment date	Invoice amount	Vendor name	Department Description	Account code	Account code description	Purchase Description
5/5/17	\$198,027.50	ASSOCIATED WEALTH MGMT TRANSFER	DOA	58210	BOND INTEREST PAYMENT	Bond Payment-Interest
4/13/17	\$52,392.00	BOARD OF REGENTS OF U OF W SYSTEM	EXT	55620	UX EXTENSION	Polk Cty Support of Extension Educators 1/1/17-6/30/17
6/23/17	\$30,482.31	CHILEDIA INSTITUTE INC	HS	54400	DEPT OF CHILDREN & FAMILIES	Professional Services
4/7/17	\$20,898.05	CHILSON CHYRSLER DODGE LLC	HWY	53281	HIGHWAY VEHICLE	Highway Vehicle
6/16/17	\$26,625.00	CLIFTONLARSONALLEN LLP	DOA	51410	ADMINISTRATION	Audit Expense
4/7/17	\$21,438.88	DIRECT SOURCE THERAPY INC	GAM	54210	GOLDEN AGE MANOR	Therapy
5/11/17	\$23,158.31	DIRECT SOURCE THERAPY INC	GAM	54210	GOLDEN AGE MANOR	Therapy
6/9/17	\$22,796.72	DIRECT SOURCE THERAPY INC	GAM	54210	GOLDEN AGE MANOR	Therapy
6/16/17	\$50,600.00	GRAINGER	PH	54190	WHEPP	WHEPP Grant
4/20/17	\$35,422.00	JOHNSON CONTROLS	BLDGS	51600	COUNTY BUILDING	Quarterly Service Agreement
6/9/17	\$108,304.00	M3 INSURANCE SOLUTIONS, INC	DOA	54147	WWWP	Property and Auto Insurance
6/16/17	\$35,798.92	MCKESSON SPECIALTY CARE DISTRIBUTION	HS	54300	DEPT OF HEALTH SERVICES	Medications
5/25/17	\$20,826.00	MIDSTATES EQUIPMENT & SUPPLY INC	HWY	16110	HWY. MATERIALS & SUPPLIES	Crack Sealing Material
5/18/17	\$628,339.55	MOTOROLA SOLUTIONS INC	LEC	56415	911 UPGRADE 2017	911 Project
6/23/17	\$36,961.15	MOTOROLA SOLUTIONS INC	LEC	56415	911 UPGRADE 2017	911 Project
6/23/17	\$40,654.16	PAUL'S SHEET METAL INC	RECY	51120	RECYLING ROOF REPAIR	Roof Repair
4/20/17	\$50,000.00	POLK COUNTY CJCC	COC	51210	CLERK OF CIRCUIT COURT	Support of CJCC Program-Per Budget
5/25/17	\$173,505.00	STATE OF WI, DEPT OF HEALTH	HS	54400	DEPT OF CHILDREN & FAMILIES	Family Care Contribution
6/9/17	\$25,435.52	VIKING ELECTRIC SUPPLY INC	DOA	56415	911 UPGRADE 2017	911 Project-Battery Backup/Justice Cntr
5/25/17	\$45,500.00	WARREN POWER ATTACHMENTS	HWY	53281	HWY EQUIPMENT	Highway Equipment
5/11/17	\$147,730.50	WI COUNTY MUTUAL INSURANCE COR	DOA	54122	GENERAL LIABILITY INSURANCE	Insurance
4/7/17	\$478,268.00	WILLIS OF WISCONSIN INC	DOA	54510	WORKERS COMP INSURANCE	Workers Comp Insurance

Department	Type of Fee	2016	2017	2018	2018 Comments	2016	2017
		Fee Rate	Fee Rate	Fee Rate	Comments	Actual Revenues	Estimated Revenues
	Park fees total					\$4,666.00	\$2,000.00
Parks	Camping Fee per night		15.00	15.00			
	camping fee electric per night		25.00	25.00			
	Shelter reservations		40.00	40.00			
	State Bike Passes					\$11,718.00	\$6,000.00
	Annual Pass		25.00	25.00	set by state		
	Daily Pass		5.00	5.00	set by state		
Solid Waste	Solid Waste Revenue					\$63,644.00	\$33,000.00
	Appliances Solid Waste	18.00	18.00	18.00			
	Gas Ammonia appliance over 4'	204.00	204.00	204.00			
	Gas Ammonia appliance under 4'	116.00	116.00	116.00			
	Air conditioners	33.00	33.00	33.00			
	Plastic Water Heaters	33.00	33.00	33.00			
	Commercial Air conditioners	523.00	523.00	523.00			
	Commercial Hot water	72.00	72.00	72.00			
	Commercial Appliance per cu.ft.	1.65 per cu ft					
	Water softeners	28.00	28.00	28.00			
	All Electronics		45/lb	45/lb			

	5'and over	1.00	1.00	1.00			
	Compacts	0.85	0.85	0.85			
	U Shaped	0.85	0.85	0.85			
	Broken Bulbs	4.00	4.00	4.00			
	Ultra Violet	8.00	8.00	8.00			
	HID	4.00	4.00	4.00			
	Ballast	4.00	4.00	4.00			
	Propane cylinders 4-40 lb	8.00	8.00	8.00			
	Propane cylinders 100 lb	14.00	14.00	14.00			
	Oil filters	0.75	0.75	0.75			
	Tires per lb	.15/lb	0.15	0.15			
	Off Road Tire per lb	.30/lb	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			
	Heavy Truck Rim	12.00 plus .15 for rim and tire	12.00 plus .15 for rim and tire	12.00 plus .15 for rim and tire			
	Confidential Shredding per lb.	.15/lb	.15/lb	.15/lb			
	Mattress	15.00	15.00	15.00			

** Solid Waste fees are subject to change.

Department County Clerk	Type of Fee	2016	2017	2018	2018 Comments	2016	2017	2018
		Fee Rate	Fee Rate	Fee Rate	Comments	Actual Revenues	Estimated Revenues	Estimated Revenues
	Marriage License Fee	80.00	80.00	80.00	\$35.00 goes to County 247 *\$35	\$8,645.00	\$8,000.00	\$8,000.00
	Marriage Waiver Fee	10.00	10.00	10.00		\$220.00	\$200.00	\$200.00
	Passport Agent Fee	25.00	25.00	25.00	Set by US Dept. of State	\$9,800.00	\$9,000.00	\$9,000.00
	Passport Photo Fee	10.50	10.50	10.50		\$5,318.40	\$4,500.00	\$4,500.00
	Temp Plate Fee- Counter Fee	5.00	5.00	5.00	Set by DOT	\$1,535.00	\$1,500.00	\$1,500.00
	DMV Tabs & Plates per Application	17.30	17.30	17.30	Set by TriVIN	\$3,026.00	\$3,500.00	\$3,500.00
	Large Assembly Permits	100.00	100.00	100.00	Per Day Fee	\$400.00	\$400.00	\$400.00
	SVRS Support Fees - population based				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	\$20,546.00	\$8,259.00	\$15,000.00
	Population 1-599	300.00	300.00	300.00		\$1,500.00	\$1,500.00	\$1,500.00
	Population 600-999	400.00	400.00	400.00		\$4,800.00	\$4,800.00	\$4,800.00
	Population 1000-1499	500.00	500.00	500.00		\$3,500.00	\$3,500.00	\$3,500.00
	Population 1500-1999	600.00	600.00	600.00		\$1,200.00	\$1,200.00	\$1,200.00
	Population 2000-2999	700.00	700.00	700.00		\$3,500.00	\$3,500.00	\$3,500.00
	Any Special Election plus \$.25 per eligible voter		100.00	100.00		\$0.00	\$0.00	\$0.00
	excess HAVA fee posted to SVRS fee 2016				\$16033 Total posted to 2016 SVRS fee - s/b \$14,500.00	\$1,533.00		

Form Completed by: Sharon Jorgenson
Date completed: 17-Jul-17

