



**MINUTES**  
**General Government Committee**  
County Board Room  
Balsam Lake, WI 54810  
10:00 a.m. Thursday, June 13, 2019

Meeting called to order by Chair Masters @ 10:00 a.m.

Members present:

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

Also present: Sharon Jorgenson, County Clerk; Nick Osborne, County Administrator; Andrea Jerrick, Deputy County Administrator/Employee Relations Director; Chad Hoag, Child Support Manager; Chad Roberts, Chief Deputy; Maggie Wickre, Finance Director; Emil Norby, Highway Commissioner; Malia Malone, Corporation Counsel; Supervisor Route, and member of the press.

**Approval of Agenda**

Chair Masters called for a motion to approve the amended agenda as published. **Motion** (Jepsen/Nelson) to approve the amended agenda. Chair Masters declared that closed session items would be moved after #7 on the agenda. Chair Masters called for a voice vote on the motion to approve the amended agenda as published. **Motion** to approve the amended agenda carried by unanimous voice vote.

**Approval of Minutes**

Chair Masters called for a motion to approve the minutes of the May 9, 2019 meeting as published. **Motion** (Masters/Jepsen) to approve the minutes. Chair Masters called for a voice vote on said motion. **Motion** to approve the minutes of the May 9, 2019 meeting carried by unanimous voice vote.

**Public Comment** – No Public comment was received by committee.

**Receipt of Information from Supervisors Not Seated as Committee Members** – No information was received by the committee from Supervisors not seated as committee members.

The committee received an update regarding the Recycling Center financial analysis from Highway Commissioner Norby. The recycling center is receiving more recyclables than current staffing can handle. Center has been subsidized with tax levy dollars to break even partially due to decreases in commodity pricing (for recyclables sold) and decreased state aid. Other issues impacting the recycling center include staffing shortages, equipment breakdowns, aging infrastructure, and economic impacts.

The committee received an update regarding the Lime Quarry financial analysis from Highway Commissioner Norby. Lime Quarry has been in existence since the 1930's. The committee received financial statistics and information from Commissioner Norby who presented a map plotted showing

customers/locations who purchase lime quarry products. A majority of the lime products go to Cooperatives.

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

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

**\*\* Closed Session 10:15 a.m. \*\*** (Minutes separate and under seal)

Chairman Masters asked that the record reflect those present for closed session: Supervisors: Brian Masters, Chris Nelson, Dean Johansen, Russ Arcand, and Larry Jepsen. Also present were County Clerk Sharon Jorgenson, Administrator Nick Osborne, Deputy Administrator Andrea Jerrick, Finance Director Maggie Wickre, Chief Deputy Chad Roberts, Child Support Manager Chad Hoag, Highway Commissioner Emil Norby, Corporation Counsel Malia Malone and Supervisor Doug Route.

\*Reconvened in Open session: 10:47 a.m.

Committee received information from Administrator Osborne regarding consideration and identification of County Board Priorities in General Government. Committee received information from Corporation Counsel Malone regarding Child Support and Corporation Counsel departmental priorities. Supervisor Nelson noted concern regarding spending/budgeting for upgrades/repairs at the aging recycling center with outdated systems and subsequent costs to operate the center.

The committee engaged in discussion regarding the Clam Falls Dam. Chairman Masters provided information regarding expenditures on Atlas, Apple River, and DD Kennedy dams. Federal grant funding is no longer available for improvements on dams. The committee received an update from Administrator Osborne regarding recent conversations with representatives from Northwestern Wisconsin Electric and Renewable Energies. Representatives from NW Electric and Renewable energies will be present and provide information and updates at the July County Board meeting.

The committee discussed recommendations regarding consideration of Resolution No. 27-19: Resolution to Amend 2019 Budget to Incorporate Carry-Forward Funds from 2018. Chairman Masters called upon Administrator Osborne to provide information regarding the resolution to the committee. Administrator Osborne noted tentative amounts needed on line 49 for the General Fund Balance transferred to the Department of Children and Families and on line 53 for the Highway Facility Project (transferred to General Fund Undesignated Fund Balance) would be \$688,337.00 and \$907,527.00 respectively.

Chair Masters called for a motion regarding Resolution No. 27-19.

**Motion** (Jepsen/Masters) to recommend Resolution No. 27-19 to the County Board for passage.

**Motion** (Masters/Johansen) to amend Resolution No. 27-19 to add the following amounts to the Resolution after line 34:

Recycling: \$22,000 for 2018 Recycling Air Handler Project which is in process of being replaced.

Buildings: \$76,000 Government Center Security Project which needs to be carried forward.

Chair Masters called for a voice vote on said motion to amend Resolution No. 27-19.

**Motion** carried by majority voice vote with one opposed.

**Motion (Johansen/Jepsen)** to approve and recommend Resolution No. 27-19 as amended. **Motion** to approve and recommend Resolution No. 27-19: Resolution to Amend 2019 Budget to Incorporate Carry-Forward Funds from 2018 (as amended) to the County Board for passage carried by majority voice vote with one opposed.

The committee received information and a PowerPoint presentation from Deputy Administrator Jerrick regarding the remaining items to be addressed from the 2017 work plan and the status of the items, as well as progress made regarding the following items:

Government Center Security  
Paper reduction – paperless initiative  
Cash Handling  
Review of lease structure  
Customer Service  
Funding of outside agencies  
Capital Improvement Planning  
IT Developments and innovation  
Employment issues and trends and succession planning  
Accounts Receivable

Work plan updates/development: -Ongoing items

IT Developments and innovation/Paper Reduction/paperless initiative  
Government Center security  
Customer Service- August?  
Capital Improvement Planning –(budget time)  
Funding of outside agencies – August

Items for next agenda:

Next meeting: July 11, 2019 @ 10:00 a.m.  
Recycling Center updates  
Update on Memorandums of Understanding

**Adjourn**

Chair Masters called for a motion to adjourn. **Motion** (Johansen/Nelson) to adjourn. Chair Masters called for a voice vote on the motion to adjourn. **Motion** carried by unanimous voice vote. Meeting adjourned 12:07 p.m.

Respectfully submitted,

Sharon Jorgenson  
County Clerk



# POLK COUNTY, WISCONSIN

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

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

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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, June 13, 2019 at 10:00 a.m.

A quorum of the County Board may be present

<sup>1</sup> Subject Matters added/struck by Amended Notice of Meeting

Materials: May 9, 2019 Minutes

1. Call to order –Chair Masters
2. Approval of Agenda
3. Approval of Minutes for May 9, 2019
4. Public Comment (3 minutes)
5. Receipt of Information from Supervisors Not Seated as Committee Members
6. Report/Update Regarding Recycling Center Financial Analysis
7. Report/Update Regarding Lime Quarry Financial Analysis
8. <sup>1</sup>Discussion Regarding Clam Falls Dam
9. Discussion and Consideration of Resolution No. 27-19: Resolution to Amend 2019 Budget to Incorporate Carry-Forward Funds from 2018
10. Consideration, Discussion and Identification of County Board Priorities in General Government
11. Discussion Regarding Items Noted on 2017 Work Plan
  - Government Center Security
  - Paper Reduction – Paperless Initiative
  - Cash Handling
  - Accounts Receivable
  - Review Lease Structure
  - Customer Service
  - Funding Outside Agencies
  - Capital Improvement Planning
  - IT Developments and Innovation
  - Employment Issues and Trends/Succession Planning
12. Recommendation Regarding Contract Negotiation/Bargaining with WPPA for Polk County Sergeants Association
13. Recommendation Regarding Contract Negotiation/Bargaining with WPPA for Polk County Sheriff's Department Employees Association
14. Butternut Dam – Discussion and Recommendation

The Committee may convene in closed session on matters noticed under #12, 13, and 14, as follows:

CLOSED SESSION -(Minutes separate and under seal)

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 and WPPA – Sergeants labor agreement commencing January 1, 2020; the conduct of said specified public business, due to competitive or bargaining reasons, require a closed session.

Pursuant to Wisconsin Statute § 19.85(1)(g), the Committee may convene in closed session for the purpose of conferring with legal counsel for Polk County who is rendering oral or written advice concerning strategy to be adopted by the Committee as a recommendation to the County Board on with respect to anticipated litigation in which the County is or is likely to become involved.

Following the closed session the Committee will convene in open session to make an announcement on matters considered in closed session and to take up, consider and act upon in open session those subject matters noticed herein for consideration or action in open session.

15. 2019 Work Plan Development/Updates

16. Identification of Subject Matters for Upcoming Meetings

17. Adjourn

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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.



# 1 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

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  - Employment Issues and Trends/Succession Planning
11. Recommendation Regarding Contract Negotiation/Bargaining with WPPA for Polk County Sergeants Association
12. Recommendation Regarding Contract Negotiation/Bargaining with WPPA for Polk County Sheriff's Department Employees Association
13. Butternut Dam – Discussion and Recommendation

The Committee may convene in closed session on matters noticed under #11, 12, and 13, as follows:

CLOSED SESSION -(Minutes separate and under seal)

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 and WPPA – Sergeants labor agreement commencing January 1, 2020; the conduct of said specified public business, due to competitive or bargaining reasons, require a closed session.

Pursuant to Wisconsin Statute § 19.85(1)(g), the Committee may convene in closed session for the purpose of conferring with legal counsel for Polk County who is rendering oral or written advice concerning strategy to be adopted by the Committee as a recommendation to the County Board on with respect to anticipated litigation in which the County is or is likely to become involved.

Following the closed session the Committee will convene in open session to make an announcement on matters considered in closed session and to take up, consider and act upon in open session those subject matters noticed herein for consideration or action in open session.

14. 2019 Work Plan Development/Updates

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# 3



## MINUTES

### General Government Committee

County Board Room

Balsam Lake, WI 54810

10:00 a.m. Thursday, May 9, 2019

Meeting called to order by Chair Masters @ 10:00 a.m.

Members present:

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

Also present: Lisa Ross, Deputy County Clerk; Nick Osborne, County Administrator; Malia Malone, Corporation Council, David Vollendorf, Interim Information Technology Director; Joseph Loso Assistant Corporation Council; and Bryant Christenson, Architectural Associate of Cedar Corporation.

#### Approval of Agenda

Chair Masters called for a motion to approve the agenda as published. **Motion** (Luke/Masters) to approve agenda. **Motion** to approve the agenda carried by unanimous voice vote.

#### Approval of Minutes

Chair Masters called for a motion to approve the minutes of the April 11, 2019 meeting as published. **Motion** (Masters/Nelson) to approve the minutes. Chair Masters called for a voice vote on said motion. **Motion** to approve the minutes of the April 11, 2019 meeting carried by unanimous voice vote.

**Public Comment** - No Public comment was received by committee.

**Receipt of Information from Supervisors Not Seated as Committee Members** - No information was received by the committee from Supervisors not seated as committee members.

The Committee received an update regarding Cedar Corporation's analysis of the fairgrounds from Bryant Christenson, Architectural Associate at Cedar Corporation.

The Committee discussed Laptop Computer Use and Audio Visual Recording and Broadcasting of Meetings.

The Committee received information from Administrator Osborne and discussed the possibility of changing Boardroom to West Conference Room.

The Committee discussed recommendations regarding consideration of Resolution No. 22-19: Resolution to Adopt the Division Structure Implementation.

Chair Masters called for a motion regarding Resolution No. 22-19

**Motion** (Arcand/Johnansen) to recommend Resolution No. 22-19 to the County Board for passage.

Chair Masters called for a voice vote on said motion. **Motion** to recommend Resolution No. 22-19 to the County Board for passage carried by voice vote of four in favor and one abstention.

The Committee had discussion on and received information from Administrator Osborne regarding Strategic Planning.

The Committee deferred discussion the Identification of Priorities until the June meeting.

The Committee deferred discussion of the Noted Items on the 2017 Work Plan until the June meeting.

The Committee discussed recommendations on Offer of Public Administration Associates to Settle Asserted and Anticipated Claim for Compensatory Damages.

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

**Motion** (Johansen/Jepsen) to convene in closed session for purposes and on statutory basis noticed on the amended agenda. Chairman Masters called for a voice vote on said motion.

**Motion** to convene in closed session carried by unanimous voice vote.

**\*\* Closed Session 11:22 a.m.\*\* (Minutes separate and under seal)**

Chairman Masters asked that the record reflect those present for closed session: Supervisors: Brian Masters, Chris Nelson, Dean Johansen, Russ Arcand, and Larry Jepsen. Also present were, Lisa Ross, Deputy County Clerk; Malia Malone, Corporation Counsel; and Nick Osborne, Administrator.

\*Reconvened in Open session: 11:37 a.m.

The Committee by consensus decided to add a closed session meeting to the next County Board Meeting to further discuss recommendations on an Offer of Public Administration Associates to Settle Asserted and Anticipated Claim for Compensatory Damages.

The Committee deferred discussion of updates and further development of the 2019 Work Plan until the June meeting.

Items for next agenda: Set Budget Planning Strategies, Identification of Priorities, Update the development of the 2019 Work Plan – Andrea Jerrick and Maggie Wickre, Closed Session discussion on Butternut Dam.

Next meeting: Thursday, June 13, 2019 @ 10:00 a.m.

Chair Masters called for a motion to adjourn. **Motion** (Johansen/Nelson) to adjourn. Chair Masters called for a voice vote on the motion to adjourn. **Motion** carried by unanimous voice vote. Meeting adjourned 11:39 a.m.

Respectfully submitted,

Lisa Ross  
Deputy County Clerk

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Resolution No. \_\_\_\_-19

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

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

Ladies and Gentlemen:

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

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

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

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

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

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

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

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

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

39 • Veteran’s Service Office:

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

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

42 • ADRC

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

45 Asset Fund

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

48 General Fund Balance

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

52 Highway Facility Project

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

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

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

Brad Olson, Supervisor, District #1

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

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

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

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

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Brian Masters, Supervisor, District #6

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

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James Edgell, Supervisor, District #8

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Kim O’Connell, Supervisor, District #9

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Larry Jepsen, Supervisor, District #10

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

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

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

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

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

Executive Summary

According to 3.08 Polk County Financial Policy:

Year End Reconciliation

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

County Administrator's Note:

Recommended

Nick Osborne  
Nick Osborne  
County Administrator

Fiscal Impact Note:

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

Maggie Wickre  
Maggie Wickre, Finance Director

Approved as to Form and Execution:

Malia T. Malone  
Malia T. Malone, Corporation Counsel

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

Excerpt of Minutes

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

60 \_\_\_\_\_  
61 \_\_\_\_\_

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

Insert amendment to resolution according to minutes:

SIGNED BY:

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

ATTEST:

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

# Budget Priorities

## General Government Division

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

## Corporation Counsel/Child Support:

### Substance Abuse Effect on Operations

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

### Responding/Interacting with Public

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

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

#### Updating County Services for the Future and Improving Services

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

#### Finding and Retaining High Quality Employees

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

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

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

**GENERAL GOVERNMENT COMMITTEE  
2019 WORK PLAN**

Date	Scheduled Agenda Items	Program Evaluation and Upcoming Issues
January	Finalize 2019 Work Plan	
February		
March		
April		
May		Consideration of County Board priorities in General Government
June	Financial Analysis Lime Quarry Financial Analysis – Recycling Center	
July	Annual reports Annual Audit Results	Governor’s Budget and impact on government programs
August	Review and recommendations on fee schedule	
September	Annual budget review – County Board Budget development/recommendation	
October	Annual budget and budget amendment recommendations	
November	Budget technical amendments	
December	Develop 2020 work plan	

Issues noted on 2017 Work Plan addendum:

Review Lease Structure  
Paper Reduction  
Government Center Security  
Customer Service  
Cash Handling

Capital Improvement Planning  
IT Developments and Innovation  
Accounts Receivable  
Succession Planning  
Employment Issues and trends

Funding outside agencies

DRAFT

# Budget Priorities

Addendum Attachment for General Government Committee Meeting

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

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

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

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