



# POLK COUNTY, WISCONSIN

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Dana Frey, County Administrator  
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## AGENDA AND NOTICE OF MEETING

### GENERAL GOVERNMENT COMMITTEE

Government Center

County Board Room

Balsam Lake, WI 54810

Tuesday, December 15<sup>th</sup>, 2015 at 2:00 p.m.

**Purpose:** Review and action on selected items as listed below  
**Documents:** Minutes of November 10<sup>th</sup>, 2015 and written monthly reports

ITEM	LEAD PERSON
Call to order	Committee Chair
Approval of agenda Approval of minutes for November 10 <sup>th</sup> , 2015	
Public comment	
New business	
1. Questions on issues as contained in written monthly reports.	Committee Chair
2. Discussion and Recommendations Concerning the Audit of 2014 County Financial Statements, Auditor's Findings and Recommendations and Management Response; 3. Resolution to Disallow Claims of Lakeland Communications Group, LLC 4. Special assessments	County Administrator
5. Review or audit 51110 expenses by finance committee 6. Assigning, sponsoring or reporting standing committees to ad hoc committees	Supervisor Ken Sample
7. Future agenda items: January 14 <sup>th</sup> , 2016 @10:00 a.m.	Committee Chair

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



**MINUTES**  
**General Government Committee**  
County Board Room  
Balsam Lake, WI 54810  
2:00 PM, Tuesday, November 10<sup>th</sup>, 2015

Meeting called to order by Committee Chair Arcand@ 2:08 PM.

**Members present**

Attendee Name	Title	Status
Russ Arcand	Chair	Present
Larry Jepsen	Vice Chair	Present
Josh Hallberg	Supervisor	Present
Pat Schmidt	Supervisor	Present
Ken Sample	Supervisor	Present

Also present Tammy Peterson, Executive Secretary and Dana Frey, County Administrator

**Approval of Agenda-** Chairman Arcand called for a motion to approve the amended agenda. **Motion** (Schmidt/ Jepsen) to approve the amended agenda. Motion carried by unanimous voice vote.

**Approval of Minutes-** Chairman called for a motion to approve the minutes of October 15<sup>th</sup>, 2015. **Motion** (Jepsen/ Hallberg) to approve the minutes. Motion carried by unanimous voice vote.

**Public Comment** None

**New Business**

County Administrator Frey provided handout and went over the Annual Budget and reviewed the budget amendments.

Administrator Frey also spoke on the Contingency Fund transfer to the District Attorney's office. The funds are not to exceed \$8,000. **Motion** (Jepsen/ Schmidt) to transfer funds. Motion carried by unanimous voice vote.

Mr. Frey handed out a report on library finances and discussed the Resolution to Set Library Service Rates for Calendar Year 2016. The consensus of the committee was to move to County Board.

**Old Business**

The committee discussed the Development of Recommendations Concerning the County Board departmental budget.

Future agenda items- Next meeting is December 10<sup>th</sup>, 2015 @10:00 a.m.

Adjourn - **Motion** (Jepsen/Sample) to adjourn. Meeting adjourned 4:39 PM.

Resolution No: \_\_\_\_-15  
Resolution to Disallow Claims of Lakeland Communications Group, LLC.

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

Ladies and Gentlemen:

WHEREAS, Claimant, Lakeland Communications Group, LLC., did serve on Polk County on August 12, 2015 two separate claims for damages dated August 6, 2015, as follows:

1. Claim for money damages in the amount of \$1,006.21 for repair costs incurred for a cable TV pedestal, allegedly damaged on September 11, 2013 by a county employee while conducting mowing activity within the right of way along County Road I near 164<sup>th</sup> Street; and
2. Claim for money damages in the amount of \$580.00 for repair costs incurred for a cable TV pedestal, allegedly damaged on July 16, 2014 by a county employee while conducting mowing activity within the right of way along State Road 35 and 160<sup>th</sup> Street.

WHEREAS, the County's insurance company, after conferring with the Highway Commissioner and the Corporation Counsel, has recommended that the Polk County Board of Supervisors disallow the claims by resolution and issue formal notice of disallowance.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors disallows the two referenced claims of Lakeland Communications Group, LLC., dated August 6, 2015 and served upon Polk County on August 12, 2015.

BE IT FURTHER RESOLVED, that this resolution shall constitute a Notice of Disallowance, and that a certified copy of the same shall be served by certified mail, return receipt requested, upon Claimant, Lakeland Communications Group, LLC .

BE IT FURTHER RESOLVED, that pursuant to Wis. Stat. § 893.80(1g), no action or claim may be brought against Polk County or its officers, boards, committees, agents or employees after six months from the date of service of said notice.

(Resolution Continued in Page 2)

Resolution No: \_\_\_\_-15:  
 Resolution to Disallow Claims of Lakeland Communications Group, LLC.

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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	December 15, 2015
Submitted and Sponsored By:	_____
Review By County Administrator:  <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only  _____  Dana Frey, County Administrator	Review By Corporation Counsel:  <input type="checkbox"/> Approved as to Form <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only  _____  Jeffrey B. Fuge, Corporation Counsel
Acknowledgement of County Board Action	

Mark As Appropriate:

At its regular business meeting on the \_\_\_\_ day of December 2015, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. \_\_\_\_-2015: Resolution to Disallow Claims of Lakeland Communications Group, LLC Resolution to as follows:

- Adopted by simple majority of the board of supervisors by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.
- Adopted 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:

\_\_\_\_\_  
William F. Johnson, IV, County Board Chairperson

Attest: \_\_\_\_\_  
Carole T. Wondra, County Clerk



## MINUTES

### General Government Committee

County Board Room  
Balsam Lake, WI 54810  
2:00 PM, Tuesday, December 15<sup>th</sup>, 2015

**Meeting called to order by Committee Chair Arcand@ 2:00 PM.**

#### Members present

Attendee Name	Title	Status
Russ Arcand	Chair	Present
Larry Jepsen	Vice Chair	Present
Josh Hallberg	Supervisor	Present
Pat Schmidt	Supervisor	Present
Ken Sample	Supervisor	Present

Also present Tammy Peterson, Executive Secretary, Amanda Nissen, Treasurer, Jeff Fuge, Corporation Counsel, Maggie Wickre, Finance Director and Dana Frey, County Administrator

**Approval of Agenda-** Chairman Arcand called for a motion to approve the agenda. **Motion** (Jepsen/ Sample) to approve the agenda. Motion carried by unanimous voice vote.

**Approval of Minutes-** Chairman called for a motion to approve the minutes of November 10<sup>th</sup>, 2015. **Motion** (Jepsen/ Schmidt) to approve the minutes. Motion carried by unanimous voice vote.

**Public Comment** None

#### New Business

County Administrator Frey and CliftonLarsonAllen Auditor, Brock Geyen discussed the concerns of the 2014 Audit, the County Financial Statements, Auditor's Findings and the recommendations moving forward.

Corporation Counsel Jeff Fuge spoke on the Resolution to Disallow Claims of Lakeland Communications Group, LLC.

**Motion** (Sample/Jepsen) recommended to disallow claim and move to County Board. Motion carried by voice vote.

Mr. Frey provided handouts and discussed special assessments. Treasurer Amanda Nissen and Corporation Counsel Jeff Fuge were also on hand and answered questions.

#### Old Business

The committee discussed and reviewed the County Board departmental budget. The committee would like to view expense reports at meetings and discussed options on software capability.

Supervisor Sample spoke on the assigning, sponsoring and reporting of the ad hoc committees to standing committees.

Future agenda items: January 14<sup>th</sup>, 2016 @10:00 a.m. Update on Treasurers Office. Special Assessment resolution and return to discuss numbers 2,4,5, and 6 on the agenda.

Adjourn - **Motion** (Schmidt/Sample) to adjourn. Meeting adjourned 3:43 PM.