



# POLK COUNTY, WISCONSIN

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

Carole Wondra, County Clerk  
100 Polk Plaza, Suite 110, Balsam Lake, WI 54810  
Phone (715) 485-9226 Email [carole.wondra@co.polk.wi.us](mailto:carole.wondra@co.polk.wi.us)

---

## AGENDA AND NOTICE OF MEETING

### EXECUTIVE COMMITTEE

Government Center, 100 Polk County Plaza, Balsam Lake, WI 54810  
County Board Room  
Monday, October 17, 2016 at 1:00 p.m.  
A quorum of the County Board may be present

#### **Materials:** September 8, 2016 minutes

1. Call to order
  - A. Approval of agenda
  - B. Approval of minutes for September 8, 2016
2. Public comment (3 minutes)
3. Action Items:
  - A. Develop Recommendation on Proposed Resolution, Resolution No. 40-16, Resolution Concerning the Purchase of Lands for County Highway Facility and Allocation of Funds to Highway Facility Project Account.
    - a. Closed Session; Pursuant to Wisconsin Statute Section 19.85(1)(e), the Committee may convene in closed session for the purpose of developing, deliberating on and formulating negotiating strategy, including offering purchase price, concerning the purchase or sale of public properties, where competitive or bargaining reasons, require the development, deliberation and formulations of offering purchase price and negotiation strategy require a closed session.

Following said closed session, the Committee will reconvene in open session to determine recommendation of proposed resolution and act on any matter noticed herein, including reconvening in closed session as herein noticed.
4. Discussion Items.
  - A. Discussion of Highway Facility Site Options
5. Scheduling Next Meeting
6. Discussion of Subject Matters Identified for Next Meeting
7. Adjournment.

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

### Executive Committee

General Government Center County Board Room

Balsam Lake, WI 54810

1:00 p.m. Thursday, September 8, 2016

Members Present:

Attendee Name	Title	Status
Dean Johansen	Chair	Present
Craig Moriak	Vice Chair	Present
Jay Luke	Supervisor	Present
Chris Nelson	Supervisor	Present
John Bonneprise	Supervisor	Present

Also Present: Maggie Wickre, Finance Director, Malia Malone, Andrea Jerrick, Deputy Administrator, Assistant Corporation Counsel, Malia Malone, and Emil Norby, Highway Commissioner

Approval of Agenda – **Motion** (Bonneprise/Luke) to approve agenda. **Motion** carried by unanimous voice vote.

Approval of Minutes – **Motion** (Moriak /Nelson) to approve the August 11, 2016 minutes. **Motion** carried by unanimous voice vote.

Public Comment – None offered

### New Business:

Eric Hemmingsgard and Pat Fehrenbach from Short Elliot Hendrickson (SHE) provided handouts and gave a report on feasibility of land considered for the county highway facility. They also provided a PowerPoint on the site assessment which detailed their analysis of two different local sites for potential building sites.

Supervisor Nelson made the announcement that the Village of Balsam Lake Supervisor Jeff Reed was present at this meeting representing the Village on this new highway facility feasibility.

## Action Items

**Motion** (Bonneprise/Moriak) to go into closed session at 1:35 p.m. Motion carried by unanimous voice vote.

**Motion made by** (Bonneprise/Moriak) to go into closed session at 1:35 PM. Before convening in closed session, Chairman Johansen requested the minutes reflect the presence of county staff in closed session, as follows: Maggie Wickre, Finance Director, Andrea Jerrick, Deputy Administrator, Malia Malone, Assistant Corporation Counsel, Supervisor Brian Masters, Emil Norby, Highway Commissioner and Deb Peterson, Buildings Director.

Committee convened in closed session.

**Motion** to reconvene in open session ( Bonneprise/ Johansen). **Motion** carried by unanimous voice vote. Committee reconvened in open session at 2:10 PM.

**Motion** (Bonneprise/Johannsen) to recommend site #1 and to recommend the Resolution to Approve Purchasing of Lands for County Highway Facility and Create a Capital Project Account for a Highway Facility Project, contingent upon the County getting input from the Village of Balsam Lake regarding the site selection through Chairman Johansen, Supervisor Nelson, Andrea Jerrick, Malia Malone, Deb Peterson and Emil Norby attending a special meeting to be called by the Village. If the Village decides that such a meeting would be appropriate. **Motion** carried by unanimous voice vote.

**Future Agenda Items:** Any items on the agenda for the next meeting will be contingent upon County Board action.

**Motion** (Moriak/Nelson) to adjourn at 2:45 PM. **Motion** carried by unanimous voice vote.



## MINUTES

### Executive Committee

General Government Center County Board Room

Balsam Lake, WI 54810

Monday, October 17<sup>th</sup>, 2016

1:00 p.m.

Members Present:

Attendee Name	Title	Status
Dean Johansen	Chair	Present
Craig Moriak	Vice Chair	Present
Jay Luke	Supervisor	Present
Chris Nelson	Supervisor	Present
John Bonneprise	Supervisor	Present

Also Present: Tammy Peterson, Executive Assistant, Andrea Jerrick, Deputy Administrator, Dana Frey, County Administrator, Jeff Fuge, Corporation Counsel and Deb Peterson, Buildings Director

Approval of Agenda – **Motion** (Bonneprise/Luke) to approve agenda. **Motion** carried by unanimous voice vote.

Approval of Minutes – **Motion** (Luke /Nelson) to approve the September 8, 2016 minutes. **Motion** carried by unanimous voice vote.

Public Comment – None offered

#### Action Items:

Chair Johansen discussed the Develop Recommendation on Proposed Resolution, Resolution No. 40-16, Resolution Concerning the Purchase of Lands for County Highway Facility and Allocation of Funds to Highway Facility Project Account.

Chair Johansen explained the purpose of going into closed session. Pursuant to Wisconsin Statute Section 19.85(1)(e), the Committee may convene in closed session for the purpose of developing, deliberating on and formulating negotiating strategy, including offering purchase price, concerning the purchase or sale of public properties, where competitive or bargaining

reasons, require the development, deliberation and formulations of offering purchase price and negotiation strategy require a closed session.

**Motion made by** (Luke/ Moriak) to go into closed session at 1:02 PM. Before convening in closed session, Chairman Johansen requested the minutes reflect the presence of county staff in closed session, as follows: Tammy Peterson, Executive Assistant, Andrea Jerrick, Deputy Administrator, Dana Frey, County Administrator, Jeff Fuge, Corporation Counsel, Supervisor Brian Masters, Supervisor Doug Route and Deb Peterson, Parks and Buildings Director.

Committee convened in closed session.

**Motion** to reconvene in open session (Bonneprise/ Luke). **Motion** carried by unanimous voice vote. Committee reconvened in open session at 1:45 PM.

Discussion Items:

The committee discussed the Highway Facility Site Options.

**Motion** made by Nelson to request Short Elliot Hendrickson (SEH) to evaluate the industrial sites for Highway building location. No second. Nelson withdrew motion.

**Future Agenda Items:** Any items on the agenda for the next meeting will be contingent upon County Board action.

**Motion** (Bonneprise/Luke) to adjourn at 2:43 PM. **Motion** carried by unanimous voice vote.