

ADMINISTRATIVE COMMITTEE MEETING 08/25/2010

Polk County Government Center
10:00 AM County Board Room
Balsam Lake, WI 54810

*Call to order

*Consider corrections to the agenda

*Election of committee officers

*Discussion of potential changes to rules of order, policies, and responsibilities of boards and committees related to having an Administrator instead of an Administrative Coordinator, as directed by statute or past practice

*Discussion about cooperation between area governments

*Discussion concerning the scope of a presentation of the 2009 audit to the County Board at the Sept. meeting

*Additions to the next agenda

*Set next meeting date

*Adjourn

William F. Johnson
Ken Sample
Dean Johansen
Marvin Caspersen
Larry Jepsen

Minutes from the Polk County Administrative Committee Meeting
August 25, 2010
Government Center County Board Room
10:00 AM

Present: Supr. Marvin Caspersen, Wm. Johnson, Ken Sample and Dean Johansen. Absent: Supr. Larry Jepsen. Also in attendance: Corp. Counsel, Jeff Fuge and Administrator, Dana Frey.

Chairman Johnson called the meeting to order at 10:00 AM.

No corrections made to the agenda.

Committee officers were assigned and approved unanimously as follows: Wm. Johnson, Chair; Ken Sample, Vice Chair; and Dean Johansen, Secretary.

DISCUSSION OF CHANGES

Administrator Frey discussed his roll with the committee.

Corporation Counsel presented a handout on proposed changes to the Rules of Order as they relate to the Administrators Statutory Duties and Responsibilities. The necessary amendments were discussed and the chair then asked for a motion to approve the Resolution to go before the full County Board. **Motion (D.Johansen/Caspersen) to approve. Motion to approve Resolution to Amend Polk County Board of Supervisors' Rules of Order Adopted on April 20, 2010, carried** by unanimous voice vote. Resolution will go before full County Board at its regular September board meeting.

COOPERATION BETWEEN AREA GOVERNMENTS

Chairman Johnson led discussion regarding outreach to surrounding counties and communities.

PRESENTATION OF THE 2009 AUDIT

Administrator Frey commented that changes would be forthcoming to the reporting format of the monthly financial reports for County Board.

The next meeting date will be determined by Chairman Johnson.

Motion (Caspersen/Sample) to adjourn. Motion carried. (11:35 AM)