

# Polk County Board of Supervisors

Polk County Government Center  
100 Polk County Plaza, Balsam Lake, WI  
County Board Room

**Tuesday June 19, 2012**

**Regular Business Meeting 6:30PM**

**Open Session**

1. Call to Order
2. Evidence of Proper Notice
3. Roll Call
4. Pledge of Allegiance
5. Time of Reflection – Supr. Russell Arcand

6. **Consent Agenda**

Consideration of noticed agenda for June 19, 2012 meeting, consideration of corrections to the published minutes of the May 15, 2012 meeting and approval of: **A. Resolution No. \_\_\_\_\_ to Amend Zoning District Map for the Town of St. Croix Falls as unanimously approved by the Town Board of the Town of St. Croix Falls on May 16, 2012.**

7. Public Comments - 3 minutes per person- not to exceed 30 minutes total
8. Chairman's Report
9. Administrator's Report
10. Confirmation of Chairman's Appointments to Lake Districts

## **LAKE DISTRICT BOARDS TWO YEAR TERMS 2012-2014**

Amery Lakes----Warren Nelson  
Antler Lake----Kathryn Kienholz  
Apple River----Jay Luke  
Big Butternut Lake----Dean Johansen  
Big Round Lake----Harry Johansen  
Blake Lake----Harry Johansen  
Bone Lake----Brian Masters  
Cedar Lake----Neil Johnson  
Church Pine, Round, and Big Lake----Tom Magnafici  
Half Moon Lake----Kathryn Kienholz  
Largon Lake----Herschel Brown  
Long Lake----Brian Masters  
Pipe, North Pipe Lake----Herschel Brown  
White Ash Lake----

11. Confirmation of Administrator's Appointments to Committee/Boards

**(2 year term 5/1/2012 – 5/1/2014) LEPC:** John DuBois & Timothy D. Strohbusch  
**(3 year term 7/1/2012 – 7/1 2015) Board of Adjustments:** Wayne Shirley,  
Marilynn Nehring and Eugene Sollman

12. Consider and adopt annual employee evaluation, extension of the employee contract and compensation of the County Administrator.

Closed Session; Pursuant to Wisconsin Statute Sections 19.36(10)(d) and 19.85(1)(c), the County Board of Supervisors may convene in closed session for the purpose of considering and deliberating the performance, the employment contract and compensation of the County Administrator. Any action on the employee evaluation will remain closed and or sealed pursuant to Section 19.36(10)(d) and 19.85(1)(c).

The County Board of Supervisors will reconvene in open session to act upon the extension of employee contract and compensation of the County Administrator and to consider and act upon all such other matters noticed herein for consideration and action in open session.

13.

**Proposed Resolutions and Ordinances**

- B. Resolution No. \_\_\_\_\_ to Commemorate the 100<sup>th</sup> Anniversary of Cooperative Extension, a Division of the University of Wisconsin-Extension**
- C. Resolution No. \_\_\_\_\_ to Create West Central Regional Housing Consortium for Administration of Community Development Block Housing Grant Program and to Authorize Contracts for Program Administration**
- D. Resolution No. \_\_\_\_\_ to Authorize West Central Wisconsin Regional Planning Commission to Administer the State of Wisconsin Community Development Block Grant Housing Revolving Loan Fund for Polk County**
- E. Resolution No. 21-12 Funding for Jail Literacy and Phase-out of the Polk County Library Federation**
- F. Resolution No. \_\_\_\_\_ Funding for Jail Literacy and the Polk County Library Federation**
- G. Resolution No. 22-12 to Act on Offer of Endeavors Adult Development Center to modify Terms of Adult Development Center Lease Agreement for 2012 (Accept or Reject Offer)**

14. Supervisor's Reports

15. 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.

A

Resolution to Amend Zoning District Map for the Town of St Croix Falls

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

WHEREAS, the Town of St. Croix Falls administers their own Zoning Ordinance; and

WHEREAS, paragraph 3 of Wisconsin Statute Chapter 60.62 relating to town zoning authority, if exercising village powers, reads: "In counties having a county zoning ordinance, no zoning ordinance or amendment of a zoning ordinance may be adopted under this section unless approved by the county board;" and

WHEREAS, the Town Board of the Town of St. Croix Falls has approved the attached amendments to their Town Zoning District Map on May 16, 2012; and

WHEREAS, the Polk County Board of Supervisors must also approve of the District Map Change.

NOW, THEREFORE, BE IT RESOLVED, that the Polk County Board of Supervisors hereby approves the attached Zoning District Map Amendments for the Town of St. Croix Falls.

Funding Amount & Source: Not applicable  
Finance Committee Recommendation: Not applicable  
Effective Date: Upon Passage & Publication

Submitted & sponsored by the Land Information Committee:

*[Handwritten signatures]*  
James J. Egan  
Dana Frey  
Craig M. Peak  
[Signature]

Review By County Administrator:

- Recommended
- Not Recommended
- Reviewed Only

*[Signature]*  
Dana Frey, County Administrator

Review By Corporation Counsel:

- Approved As to Form
- Recommended
- Not Recommended
- Reviewed Only

*[Signature]*  
Jeffrey B. Fuge, Corporation Counsel

At its regular business meeting on June 19, 2012, the Polk County Board of Supervisors adopted the above-entitled resolution, Resolution \_\_\_\_\_-12: Resolution to Amend Zoning District Map for the Town of St Croix Falls, by a simple majority vote of \_\_\_ in favor and \_\_\_ against.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2012 at Polk County Wisconsin.

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

Attest: \_\_\_\_\_, Carole Wondra, Polk County Clerk

TOWN of  
ST. CROIX FALLS

[www.townofstcroixfalls.org](http://www.townofstcroixfalls.org)  
POLK COUNTY, WISCONSIN

STEVEN PALMER, CHAIRMAN  
JAMES H. BEISTLE, SUPERVISOR  
FRANK BEHNING, SUPERVISOR  
CHRISTOPHER CHELBERG, SUPERVISOR  
MICHAEL DORSEY, SUPERVISOR  
JANET KRUEGER, CLERK  
MAXINE (MAX) SPIESS, TREASURER

May 22, 2012

AI

Land Information  
Sara McCurdy, Director  
100 Polk County Plaza, Ste 130  
Balsam Lake, WI 54810

**RE: Amendment to Town Zoning Map**

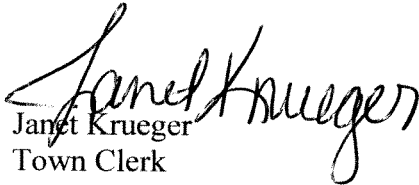
Dear Ms. McCurdy,

The Town Board of the Town of St. Croix Falls passed Resolution 12-19 and Resolution 12-20 approving amendments to the Town of St. Croix Falls Zoning Map at their May 16, 2012, meeting.

The proposed amendments are a change from Agricultural to Transitional approximately 3.03 acres of parcel 044-00361-0000 in Section 15; and a change from Residential to Transitional of parcel 044-00170-0000 in Section 7.

Please present the zoning map amendments made by the Town Board of the Town of St. Croix Falls to the Polk County Board of Supervisors for their approval.

Sincerely,

  
Janet Krueger  
Town Clerk

Enclosure

Resolution 12-19  
Resolution 12-20

A2

TOWN  
Of  
ST. CROIX FALLS

Polk County, Wisconsin

Resolution 12-19

A RESOLUTION APPROVING A CHANGE IN THE  
TOWN OF ST. CROIX FALLS ZONING MAP

WHEREAS, Craig and Kathleen Peters, owners of real property in the Town of St. Croix Falls, have requested a change in the zoning map for their property identified as 044-00361-0000 located at 1537 200<sup>th</sup> Street in the Town of St. Croix Falls, and

WHEREAS, the Plan Commission of the Town of St. Croix Falls after reviewing the change request and approving the same at its May 9, 2012, meeting recommends to the Town Board to concur in this decision and petition the Polk County Board of Supervisors to approve the requested change.

THEREFORE BE IT RESOLVED that the Town Board of the Town of St. Croix Falls, Polk County, Wisconsin, requests the Polk County Board of Supervisors to change the Towns zoning map as follows:

From AGRICULTURAL to TRANSITIONAL the following identified dimensions 315 feet wide by 420 feet deep starting approximately 564 feet south of the northern property line of parcel 044-00361-0000 located in the NE<sup>1</sup>/<sub>4</sub> of SE <sup>1</sup>/<sub>4</sub>, Section 15, T34N, R18W, consisting of approximately 3.03 acres.

Dated this 16th day of May 2012

Attest: *Janet Krueger*  
Janet Krueger, Town Clerk

Steven Palmer, Chairperson

*Steven Palmer*

Approved by:

Voice Vote

Roll Call Vote:

  4   Yeas;   0   Nays;   1   Absent/Abstain

A3

TOWN  
Of  
ST. CROIX FALLS

Polk County, Wisconsin

Resolution 12-20

A RESOLUTION APPROVING A CHANGE IN THE  
TOWN OF ST. CROIX FALLS ZONING MAP

WHEREAS, Brent and Sarah McCurdy, owners of real property in the Town of St. Croix Falls, have requested a change in the Town's zoning map for their property identified as 044-00170-0000 located at 1636 River Road in the Town of St. Croix Falls, and

WHEREAS, the Plan Commission of the Town of St. Croix Falls after reviewing the change request and approving the same at a special plan commission meeting on May 10, 2012, recommends to the Town Board to concur in this decision and petition the Polk County Board of Supervisors to approve the requested change.

THEREFORE BE IT RESOLVED that the Town Board of the Town of St. Croix Falls, Polk County, Wisconsin, requests the Polk County Board of Supervisors to change the Towns zoning map as follows:

From RESIDENTIAL to TRANSITIONAL parcel #044-00170-0000 located in the NW ¼ of SW ¼, Section 7, T34N, R18W, all parts consisting of 4.67 acres.

Dated this 16th day of May 2012

Janet Krueger  
Attest: Janet Krueger, Town Clerk

Steven Palmer  
Steven Palmer, Chairperson

Approved by:  
\_\_ Voice Vote

Roll Call Vote:

4 Yeas; 0 Nays; 0 Absent/Abstain

B

Resolution No. \_\_\_\_-2012  
Resolution to Commemorate the 100<sup>th</sup> Anniversary of Cooperative Extension, a division of the  
University of Wisconsin-Extension

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

Ladies and Gentlemen:

WHEREAS, Ernest L. Luther was appointed the state's first county extension agent in Oneida  
County on February 12, 1912; and

WHEREAS, 2012 marks the 100<sup>th</sup> anniversary of this unique educational partnership between the  
counties of the State and Cooperative Extension, and

WHEREAS, this partnership as pioneered in Wisconsin embodies the true meaning of the  
"Wisconsin Idea"—that the resources and knowledge of the university shall be extended to the  
people of the state wherever they live and work, and

WHEREAS, the 100<sup>th</sup> anniversary of Mr. Luther's appointment commemorates the contributions of  
all Cooperative Extension educators to the growth and development of the entire state, and

WHEREAS, Cooperative Extension's purpose is to teach, learn, lead and serve, connecting the  
people with the University of Wisconsin, and engaging with them in transforming lives and  
communities, and

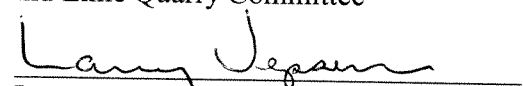
WHEREAS, the vitality of today's Cooperative Extension programs can be credited to the men and  
women of vision who accepted the challenge in 1912 to create the Wisconsin county extension  
system.

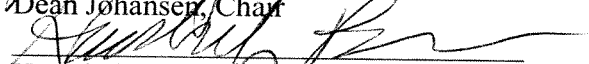
NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors hereby  
commends the UW-Extension, and its local county extension educators for their cooperation and  
support, which allows people of Polk County to apply the research and knowledge of the University  
of Wisconsin in their lives, homes, farms, schools and businesses.

Funding Amount and Source:           None  
Date Submitted to County Board:       June 19, 2012  
Effective Date:                           Effective upon Passage or

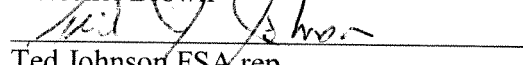
Submitted by: Extension, Land and Water Resources, and Lime Quarry Committee

  
\_\_\_\_\_  
Dean Johansen, Chair

  
\_\_\_\_\_  
Larry Jepsen

  
\_\_\_\_\_  
Herschel Brown

\_\_\_\_\_  
Randy Korb

  
\_\_\_\_\_  
Ted Johnson FSA rep





C

Resolution to Create West Central Regional Housing Consortium for Administration of Community Development Block Housing Grant Program and to Authorize Contracts for Program Administration

WHEREAS, the Wisconsin Department of Administration, Division of Housing (DOH) has determined that all Community Development Block Grant (CDBG) funding, commencing with the 2012-2013 state fiscal year, will only be awarded on a regional basis through applications for CDBG funds from a county housing consortium; and

WHEREAS, CDBG funds are provided by the federal government through DOH to be distributed to units of government of the state for the various housing needs of low to moderate income families; and

WHEREAS, previous to this change in CDBG funding procedures, most Wisconsin units of government made application directly to the DOH for these CDBG funds to provide housing assistance to low to moderate income families; and

WHEREAS, going forward, any county that chooses not to join a county housing consortium in Wisconsin will not be eligible for any new CDBG funds commencing in fiscal year 2012, but could certainly continue to operate a housing program using its existing revolving loan fund from loans previously made from prior CDBG grant funds; and

WHEREAS, the DOH has identified certain proposed regional housing consortia and the Polk County Land Information Committee, which currently oversees the CDBG program for Polk County, has recommended that Polk County partner with nine other counties, Barron, Buffalo, Chippewa, Clark, Dunn, Eau Claire, Pepin, Pierce, and St. Croix Counties to create the West Central Regional Housing Consortium (WCRHC), and

WHEREAS, of the ten counties in the WCRHC, only Chippewa County has agreed to serve as the lead county as the administrator of the consortium; and

WHEREAS, the lead county will assume administrative, fiscal, and policy responsibilities for the WCRHC for the CDBG grant funding as well as being the signatory on the contract with DOH on behalf of the WCRHC; and

WHEREAS, the lead county will be responsible for program design and submitting grant applications and therefore will be eligible to receive up to 15% of the total expended grant awarded funds to reimburse for administrative expenses; and

WHEREAS, Chippewa County has used the Chippewa County Housing Authority (CCHA), a quasi-governmental entity, to administer the CDBG funds awarded to citizens of Chippewa County and the CCHA has the technical qualifications and experience to continue to serve as our program administrator for the WCRHC; and

WHEREAS, the CCHA will act as the program administrator for the WCRHC as said consortium's designated housing program administrator with all of the powers and duties necessary to fulfill the housing consortia and lead county's responsibilities; and

WHEREAS, by serving as the lead county for the WCRHC, it is anticipated that there will be no additional fiscal impact to Polk County and that any additional expenses incurred by the CCHA, while

01

serving as the program administrator for the consortium, would be reimbursed as administrative expenses from the 15% allowed by the CDBG program; and

WHEREAS, each county member of the consortium will enter into a consortium agreement which will spell out the policies and procedures of the consortium and the responsibilities of the members of the consortium and the lead county; and

WHEREAS, the intent of this resolution is to create the WCRHC, pursuant to section 66.0301, and to authorize the Polk County Administrator to enter into on behalf of Polk County any and all agreements or other documents necessary to create, form, authorize, and/or operate the WCRHC of which Polk County will a member; and

WHEREAS, this resolution shall be interpreted liberally in favor of authorizing the County Administrator to take all actions necessary to effectuate the intent of this resolution.

NOW, THEREFORE BE IT RESOLVED that, pursuant to Section 66.0301, the Polk County Board of Supervisors does hereby authorize Polk County to be a member of the West Central Regional Housing Consortium (WCRHC) for the purpose of regional administration of the CDBG program.

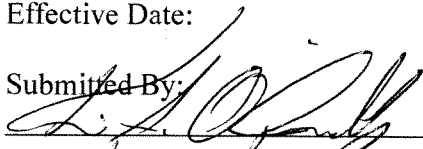
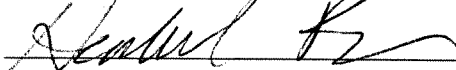
BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the County Administrator to take all actions necessary to effectuate the creation and formation of the WCRHC, including executing and signing of any agreements on behalf of Polk County.



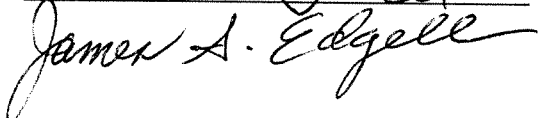
BE IT FURTHER RESOLVED, that the Polk County Board of Supervisors agrees and authorizes Chippewa County to be the lead county in the WCRHC and hereby designates the CCHA to serve as the program administrator for the consortium;

Funding Amount and Source: See Estimated Fiscal Impact Note, Below  
ESTIMATED FISCAL IMPACT:

It is anticipated that there will be no additional fiscal impact to Polk County. The Chippewa County Housing Authority will be acting as the consortia CDBG program administrator. As such, the Housing Authority should be reimbursed by the program for all of its administrative expenses.

Finance Committee Advised: Not Applicable  
Finance Committee Recommendation: Not Applicable  
Date Submitted to County Board: June 3, 2012 for the June 19, 2012 Meeting  
Effective Date: Upon Passage

Submitted By:   


Review By County Administrator:  
 Recommended  
 Not Recommended  
 Reviewed Only

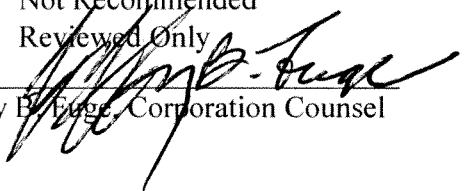


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Dana Frey, County Administrator

Review By Corporation Counsel:

- Approved as to Form
- Recommended
- Not Recommended
- Reviewed Only



Jeffrey E. Edge, Corporation Counsel

County Board Action:

On June 19, 2012, the Polk County Board of Supervisors adopted the above-entitled resolution by a majority vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.

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

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



# Polk County Land Information Department

Zoning | Planning | GIS | Surveyor

100 Polk County Plaza, Suite 130  
Balsam Lake, WI 54810

Phone (715) 485-9279  
Fax (715) 485-9246

Sara McCurdy, Director

To: The Honorable Polk County Board of Supervisors

From: The Polk County Land Information Committee

Date: June 6, 2012

Re: Committee Report – Resolution to Create West Central Regional Housing Consortium for Administration of Community Development Block Housing Grant Program and to Authorize Contracts for Program Administration

Dear Supervisors,

On June 6, 2012, the Polk County Land Information Committee considered the attached resolution and recommends the adoption of that resolution by the Polk County Board of Supervisors.

The attached proposed resolution is the formal act necessary to join the West Central Regional Housing Consortium (WCRHC) which is one of the regional housing consortia being formed throughout the state to insure that and other counties continue to be eligible for Community Development Block Grant (CDBG) housing funds for low to moderate income families. As of July 1, 2012, it will be necessary for Polk County to be a member of a regional consortium for its residents to be eligible for such federal housing funds. Applications for CDBG housing funds must be made by the lead county of each consortium on behalf of the consortium. By passage of this resolution, Polk County will become a member of the WCRHC with nine other counties: Barron, Buffalo, Chippewa, Clark, Dunn, Eau Claire, Pepin, Pierce, and St. Croix counties. The proposed resolution recognizes and authorizes Chippewa County to serve as the lead county for the WCRHC. As lead county, Chippewa County will be responsible for the administrative, fiscal, and policy responsibilities of the WCRHC.

Formation of the consortium is authorized pursuant to Wisconsin Statute Section 66.0301. To comply with the statutory requisite and to form the consortium, the county board of each member county must pass a resolution indicating the intent to join the consortium. The resolution is one step of many needed to organize the WCRHC consortium.

Once the resolution is adopted, counties will develop and enter into a consortium agreement that will spell out the duties and responsibilities of the member counties and the lead county. The consortium agreement will outline those procedures of the CDBG program. The proposed resolution authorizes the County Administrator to negotiate and enter into on behalf of Polk County the consortium agreement and others contracts that may be necessary to implement the resolution and establish the WCRHC and to define organizational structure and responsibilities.

Once the consortium agreement is executed, a housing committee must be formed. While the composition of the housing committee is undetermined at this time, at least one

C4

representative from each member county will sit on the housing committee. The purpose of the housing committee is to put together the procedures for applying for and distributing CDBG housing funds.

Before individual applications can be received for CDBG housing funds from applicant households, the lead county on behalf of the consortium will negotiate and enter into an agreement with Department of Administration, Division of Housing (DOH). This particular agreement will identify the manner in which consortium and The State of Wisconsin will coordinate to disburse these important federal housing funds.

It will also be necessary to determine a program administrator for the consortium. Because in Chippewa County, the Chippewa County Housing Authority (CCHA) has served as the county's program administrator for the CDBG program funds, the resolution has been drafted to authorize the CCHA to serve as the program administrator on behalf of the consortium.

The formation and operation of the consortium presents negligible fiscal impact to Polk County. There will be up to 15% of the expended CDBG funds available to cover the costs of the administration of the program at the consortium level as a result of restricting the CDBG program by DOH. As such, it is anticipated that Polk County will incur no fiscal impact with Chippewa County serving as lead county for the WCRHC. Any costs to administer the CDBG program will be borne by the CCHA. Such costs are reimbursable to the CCHA directly from the CDBG program, primarily from the proceeds on application. Other administrative entities may be utilized as subcontracts to the Housing Authority in consortia member counties as determined appropriate by the Housing Committee, the member Counties, and the lead County.

Sincerely,

The Polk County Land Information Committee

D

RESOLUTION NO. \_\_\_\_\_ 2012

Resolution to Authorize West Central Wisconsin Regional Planning Commission to Administer the State of Wisconsin Community Development Block Grant Housing Revolving Loan Fund for Polk County

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

Ladies and Gentlemen:

WHEREAS, in 1999 and 2002, the State of Wisconsin Department of Administration, Division of Housing awarded Polk County grants in the sum of \$651,590.00 and 745,475.00, respectively, for the housing rehabilitation program known as the Community Development Block Grant-Housing Program; and

WHEREAS, when loan funds are repaid to Polk County under the Community Development Block Grant – Housing Revolving Loan Fund (CDBG Housing RLF), the funds become the funding source for loans that are approved in the future.

WHEREAS, Polk County had previously designated the Polk County Housing Authority as program administrator for the CDBG Housing RLF grant contract; and

WHEREAS, in October 2011, the Polk County Housing Authority terminated its contract with Polk County to serve as program administrator and, as a result, the function of program administrator transferred to the County Planner; and

WHEREAS, pursuant to Wis. Stat. § 66.0301, Polk County is authorized to enter into an agreement with the West Central Wisconsin Regional Planning Commission for the purposes of administering services which Polk County is called to administer under law and/or contract.

WHEREAS, through existing agreements, West Central Wisconsin Regional Planning Commission serves as program administrator for Polk County on other Community Development Block Grant programs; and

WHEREAS, it is cost effective and in the interest of Polk County to streamline program administration by extending to West Central Wisconsin Regional Planning Commission a contract that designates West Central Wisconsin Regional Planning Commission as program administrator of the CDBG Housing RLF on behalf of Polk County.

WHEREAS, West Central Wisconsin Regional Planning Commission will incur the costs of program administration and shall be compensated as outlined by the CDBG Housing RLF handbook as payment for such program administrative services.

NOW, THEREFORE, BE IT RESOLVED that pursuant to Wis. Stat. § 66.0301, the Polk County Board of Supervisors does hereby authorize and extend a contract by and between Polk County and the West Central Wisconsin Regional Planning Commission for the purpose of West Central

D/

Wisconsin Regional Planning Commission serving as program administrator to the Community Development Block Grant Housing Revolving Loan Fund (CDBG Housing RLF).


BE IT FURTHER RESOLVED that the Land Information Director is authorized to administer said contract and perform any and all acts, including execution of such contract, which may be required of Polk County in said services contract with West Central Wisconsin Regional Planning Commission.

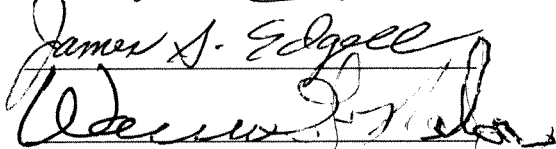
BE IF FURTHER RESOLVED that West Central Wisconsin Regional Planning Commission shall serve as the program administrator in the CDBG Housing RLF Program and shall be compensated as outlined by the CDBG Housing RLF handbook as payment for such program administrative services.

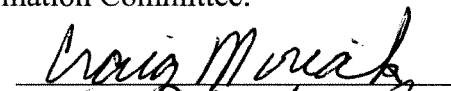
Funding Amount:	Not applicable
Funding Source:	Not Applicable
Date Finance Committee Advised:	Not applicable
Finance Committee Recommendation:	Not applicable
Effective Date:	Upon Passage

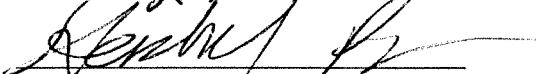
Date Submitted to County Board: June 8, 2012 for the June 19, 2012 meeting

Submitted and Sponsored by the Land Information Committee:

  
 \_\_\_\_\_  
 James S. Edgelee


  
 \_\_\_\_\_  
 Dana Frey

  
 \_\_\_\_\_  
 Craig Morish

  
 \_\_\_\_\_

Reviewed by County Administrator:

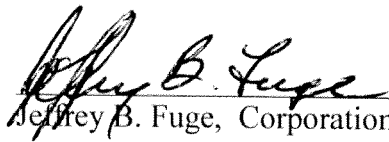
- Recommended
- Not Recommended
- Review only

  
 \_\_\_\_\_  
 Dana Frey, County Administrator

Reviewed by Corporation Counsel

- Approved as to form
- Recommended
- Not Recommended
- Reviewed only

D2

  
Jeffrey B. Fuge, Corporation Counsel

County Board Action:

On June 19, 2012, the Polk County Board of Supervisors adopted Resolution No. \_\_\_\_-2012:  
Resolution to Authorize West Central Regional Planning Commission to Administer the State of  
Wisconsin Community Development Block Grant Housing Revolving Loan Fund for Polk  
County, by a majority vote of supervisors of \_\_\_\_ in favor and \_\_\_\_ against.

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

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

Dated: \_\_\_\_\_



E

RESOLUTION NO. 21 -12

FUNDING FOR JAIL LITERACY AND PHASE-OUT OF THE POLK COUNTY LIBRARY  
FEDERATION

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

Ladies and Gentlemen:

1 WHEREAS, Polk County has long recognized the value of providing public library services to its  
2 residents, exceeding the funding level required by Wisconsin Statutes, and

3 WHEREAS, the Polk County Library Federation was founded in 1974 to assist in the provision of those  
4 services and has done much to assist city and village libraries within the County during the intervening  
5 years, and

6 WHEREAS, the financial and legal environment in which the public library system operates has evolved  
7 significantly since 1974 with the adoption of a mandatory tax levy in those areas without a library to  
8 support other libraries in the County, and

9 WHEREAS, changes in technology are making some of the programs administered by the Polk County  
10 Library Federation less valuable while at the same time costs of these programs continue to rise, and

11 WHEREAS, for economic reasons it has become increasingly necessary to reduce expenditures for non-  
12 mandated, low priority programs to fund increased costs for required and high-priority programs, and

13 WHEREAS, other cost increases including increases in debt service, energy, health care, and highway  
14 materials will require reductions in other programs, and

15 WHEREAS, the Polk County Library Federation is not a mandated program, and

16 WHEREAS, the jail reading and literacy program is of value to the County and likely produces greater  
17 benefits than its cost, and

18 WHEREAS, the jail reading and literacy program is currently funded only by those taxpayers in towns or  
19 villages without a library, and

20 WHEREAS, a State- mandated plan for library service must be developed and approved by the end of  
21 2012, and

22 WHEREAS, to avoid a disruption in services, a careful transition from the Polk County Library  
23 Federation is warranted.

24 THEREFORE BE IT RESOLVED that the Polk County Board of Supervisors directs the Polk County  
25 Administrator to prepare the 2013 budget without property tax funding for the Polk County Library  
26 Service.

E1

27 RESOLVED FURTHER that the Polk County Board of Supervisors directs the Polk County  
28 Administrator to determine an alternative means of implementing the jail reading and literacy program  
29 and incorporate funding for the same in the 2013 budget submission.

30 RESOLVED FURTHER that the Polk County Board of Supervisors directs the Polk County  
31 Administrator to appoint the citizen members of the Polk County Library Plan for Service Committee and  
32 the Chair of the County Board to appoint two members from the County Board to said committee and for  
33 that committee to prepare a transition plan from the Polk County Library Federation, including disposal  
34 of assets and expenditures of remaining funds, by August 15, 2012.

35 RESOLVED FURTHER, that the Polk County Board of Supervisors extends its appreciation to current  
36 and past members of the Polk County Library Federation Board of Trustees, the Friends of the Polk  
37 County Library, and Polk County Library Federation staff and volunteers for their work on behalf of the  
38 citizens of Polk County.

Funding Amount and Source: Not applicable

Finance Committee Advised: May 9, 2012

Finance Committee Recommendation: Outstanding Upon Distribution to County Board

Date Submitted to County Board: May 4, 2012 for the May 15, 2012 Meeting

Effective Date: Upon Passage


Submitted By:



\_\_\_\_\_  
\_\_\_\_\_

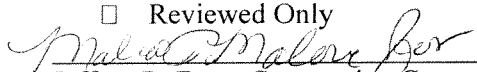
Review By County Administrator:

- Recommended
- Not Recommended
- Reviewed Only

  
\_\_\_\_\_  
Dana Frey, County Administrator

Review By Corporation Counsel:

- Approved as to Form
- Recommended
- Not Recommended
- Reviewed Only

  
\_\_\_\_\_  
Jeffrey B. Fuge, Corporation Counsel

County Board Action:

E2

On May 15, 2012, the Polk County Board of Supervisors adopted Resolution No. \_\_\_\_-2012: FUNDING FOR JAIL LITERACY AND PHASE-OUT OF THE POLK COUNTY LIBRARY FEDERATION, by a majority vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.

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

Attest: \_\_\_\_\_ Dated: \_\_\_\_\_

Carole T. Wondra, County Clerk

F

RESOLUTION NO. \_\_\_\_\_-12

FUNDING FOR JAIL LITERACY AND THE POLK COUNTY LIBRARY FEDERATION

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

Ladies and Gentlemen:

- 1 WHEREAS, Polk County has long recognized the value of providing public library services to its  
2 residents, exceeding the funding level required by Wisconsin Statutes, and
- 3 WHEREAS, the Polk County Library Federation was founded in 1974 to assist in the provision of those  
4 services and has done much to assist city and village libraries within the County during the intervening  
5 years, and
- 6 WHEREAS, the financial and legal environment in which the public library system operates has evolved  
7 significantly since 1974 with the adoption of a mandatory tax levy in those areas without a library to  
8 support other libraries in the County, and
- 9 WHEREAS, changes in technology are making some of the programs administered by the Polk County  
10 Library Federation less valuable while at the same time costs of these programs continue to rise, and
- 11 WHEREAS, for economic reasons it has become increasingly necessary to reduce expenditures for non-  
12 mandated programs to fund increased costs for required and high-priority programs, and
- 13 WHEREAS, other cost increases including increases in debt service, energy, health care, and highway  
14 materials will require reductions in other programs, and
- 15 WHEREAS, the Polk County Library Federation is not a mandated program, and
- 16 WHEREAS, the jail reading and literacy program is of value to the County and likely produces greater  
17 benefits than its cost, and
- 18 WHEREAS, the jail reading and literacy program is currently funded only by those taxpayers in towns or  
19 villages without a library, and
- 20 WHEREAS, support to libraries within Polk County remains a priority of the Polk County Board of  
21 Supervisors, and
- 22 WHEREAS, to avoid a disruption in services, a careful transition from the Polk County Library books by  
23 mail program is warranted.
- 24 THEREFORE BE IT RESOLVED that notwithstanding Policy 880, Budget Preparation and Execution,  
25 the Polk County Board of Supervisors directs the Polk County Administrator to prepare the 2013 budget  
26 with property tax funding for the Polk County Library Service of \$94,823 allocated as follows: \$81,823  
27 to personnel costs, \$10,000 for the books by mail program and \$3,000 in professional services.

F1

28 RESOLVED FURTHER that the Polk County Board of Supervisors directs the Polk County  
29 Administrator to include levy funding of \$26,100 in the budget for law enforcement for a contract with  
30 the library service to fund the books to the jail program.

31 RESOLVED FURTHER, that the Polk County Board of Supervisors extends its appreciation to current  
32 and past members of the Polk County Library Federation Board of Trustees, the Friends of the Polk  
33 County Library, and Polk County Library Federation staff and volunteers for their work on behalf of the  
34 citizens of Polk County.

Funding Amount and Source: Not applicable

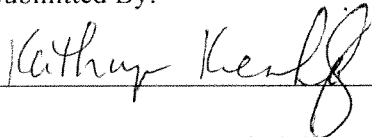
Finance Committee Advised: June 13, 2012

Finance Committee Recommendation: Not Known Upon Distribution to County Board

Date Submitted to County Board: June 8, 2012 for the June 19, 2012 Meeting

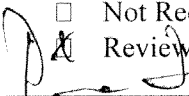
Effective Date: Upon Passage

Submitted By:

  
\_\_\_\_\_

Review By County Administrator:

- Recommended
- Not Recommended
- Reviewed Only

  
\_\_\_\_\_  
Dana Frey, County Administrator

Review By Corporation Counsel:

- Approved as to Form
- Recommended
- Not Recommended
- Reviewed Only

  
\_\_\_\_\_  
Jeffrey B. Fluge, Corporation Counsel

County Board Action:

On May 15, 2012, the Polk County Board of Supervisors adopted Resolution No. \_\_\_\_-2012: FUNDING FOR JAIL LITERACY AND THE POLK COUNTY LIBRARY FEDERATION, by a majority vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.

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

G

Resolution No. 22-2012

Resolution to Act on Offer of Endeavors Adult Development Center to Modify Terms of Adult Development Center Lease Agreement for 2012  
(Accept or Reject Offer)

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

Ladies and Gentlemen:

WHEREAS Polk County, as landlord, and Endeavors Adult Development Center, Inc. (Endeavors), as tenant, have entered into a Lease Agreement for the lease of the Polk County Adult Development Center building; and

WHEREAS, the Lease Agreement required, among other things, for Endeavors to pay monthly rent for the month of December 2011 in the sum of \$ 4,000; and

WHEREAS, during the development of the 2012 budget, Polk County and Endeavors negotiated amended provisions of the lease agreement and both parties agreed to the amended provisions with an effective date of January 1, 2012; and

WHEREAS, among amendments agreed upon, the amount of rental and periodic payment provision required Endeavors to pay an annual rental amount of Thirty-four Thousand Eight Hundred (\$34,800) Dollars, paid in monthly payments of Two Thousand Nine Hundred (\$2,900) Dollars commencing on the 1<sup>st</sup> day of January 2012, and on or before the 1<sup>st</sup> day of each successive month thereafter.

WHEREAS, Endeavors had defaulted on the terms of the Lease Agreement by failing to pay the December 2011 rent in the sum of \$4,000 and by failing to pay the rent due for the months of January, February, March, and April, each in the sum of \$2,900; and

WHEREAS, pursuant to its rights under the Lease Agreement and under law, Polk County did serve, on April 12, 2012, Endeavors with a Notice of Default which demanded Endeavors correct the default consistent with the terms of the Lease Agreement by paying the outstanding sum of \$15,600 within 15 days, or alternatively, take action to suspend the time to correct the default by submitting a remedial action/payment plan with adequate consideration that would correct the default in a manner different than full payment, as provided in the Lease Agreement; and

WHEREAS, on April 26, 2012, Endeavors served Polk County with an offer to modify the lease agreement, seeking to reduce the annual rental payment to \$30,000 and adopt a periodic rental payment schedule as follows: \$1,000.00 a month for the months of January through June 2012; and \$4,000.00 a month for the months of July through December 2012; and

WHEREAS, Endeavors tendered with said offer a check in the sum of \$9,000 which would, upon acceptance of the offer, apply to the rent amount of \$4,000, past due for December 2011; to the rent past due in the sum of \$5,000, as modified under the offer, for the months of January through April 2012 at the monthly rental rate of \$1,000; and to the current month of May 2012 in the amount of \$1,000; and

GI

46 WHEREAS, On April 26, 2012, Polk County served Endeavors with an Acknowledgement of  
47 Receipt, Notice of Suspension of Time to Correct Default/ Reservation of Rights, a copy of  
48 which is attached hereto and incorporated herein.

49 WHEREAS, the offer of Endeavors is a material change to the provisions of the Lease Agreement  
50 which Polk County and Endeavors must mutually agree to before the terms of such offer may be part  
51 of the Lease Agreement; and

52 WHEREAS, pursuant to Wisconsin Statute Section 59.01, the Polk County Board of Supervisors is  
53 authorized to accept or reject the terms of leases involving lands and buildings of Polk County.

54 (Select Either Option A or Option B)

55 \*\*\*\*\*

56  Option A:

57 NOW, THEREFORE, BE IT RESOLVED that, pursuant to Wisconsin Statute Section 59.01, the  
58 Polk County Board of Supervisors, on behalf of Polk County, accepts and adopts the offer of  
59 Endeavors to modify the Lease Agreement as contained in its letter dated April 26, 2012,  
60 attached hereto and incorporated herein.

61 BE IT FURTHER RESOLVED that this resolution shall be effective retroactively to January  
62 1, 2012, upon passage and publication within 10-days of passage consistent with Wisconsin  
63 Statute Section 65.90(5)(a).

64 \*\*\*\*\*

65  Option B:

66 NOW, THEREFORE, BE IT RESOLVED that, pursuant to Wisconsin Statute Section 59.01, the  
67 Polk County Board of Supervisors, on behalf of Polk County, rejects the offer of Endeavors to  
68 modify the Lease Agreement as contained in its letter dated April 26, 2012, attached hereto  
69 and incorporated herein.

70 BE IT FURTHER RESOLVED that this resolution shall be effective upon passage.

71 \*\*\*\*\*

72 Funding Amount and Source: Budgeted Rental Income Reduced from \$34,800 to \$30,000

73 Finance Committee Advised: May 9, 2012

74 Finance Committee Recommendation: Outstanding Upon Distribution to County Board

75 Polk County Property, Forestry and Recreation Committee: May 7, 2012

76 Polk County Property, Forestry and Recreation Committee Recommendation: Outstanding Upon  
77 Distribution to County Board


78 Date Submitted to County Board: May 4, 2012 for the May 15, 2012 Meeting

G2

79 Effective Date: If Option A is selected, then the resolution is effective upon passage and  
80 publication pursuant to Section 65.90(5)(a) and upon the modification of the  
81 Lease Agreement is effective retroactively to January 1, 2012.  
82


83 If Option B is selected, then the resolution is effective upon passage.  
84

85 Submitted By:

86   
87 \_\_\_\_\_  
88 Dana Frey, County Administrator  
89

90 Review By County Administrator:

- 91  Recommended
- 92  Not Recommended
- 93  Reviewed Only

94   
95 \_\_\_\_\_  
96 Dana Frey, County Administrator

97 Review By Corporation Counsel:

- 98  Approved as to Form
- 99  Recommended
- 100  Not Recommended
- 101  Reviewed Only

102   
103 \_\_\_\_\_  
104 Jeffrey B. Fuge, Corporation Counsel  
105

106 County Board Action:

107  
108  On May 15, 2012, the Polk County Board of Supervisors adopted Resolution No.  
109 \_\_\_\_\_ : Resolution to Act on Offer of Endeavors Adult Development Center  
110 to Modify Terms of Adult Development Center Lease Agreement for 2012 (Accepted/  
111 Option A) by a two-thirds vote of all supervisors of \_\_\_\_\_ in favor and \_\_\_\_\_  
112 against.  
113

114  On May 15, 2012, the Polk County Board of Supervisors adopted Resolution No.  
115 \_\_\_\_\_ : Resolution to Act on Offer of Endeavors Adult Development Center  
116 to Modify Terms of Adult Development Center Lease Agreement for 2012 (Rejected/ Option  
117 B) by a majority vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against.  
118

119 \_\_\_\_\_  
120 William F. Johnson, IV, Chairperson  
121

122 Attest: \_\_\_\_\_ Dated: \_\_\_\_\_  
123 Carole T. Wondra, County Clerk



124  
125

126 If Accepted/Option A, then complete the following:

127 On the \_\_\_\_\_ day of May, 2012 a copy of this resolution was published in the Inter-County  
128 Leader in conformity with Wisconsin statute Section 65.90(5)(a).

129 \_\_\_\_\_ Dated: \_\_\_\_\_  
130 Carole T. Wondra, County Clerk

131  
132 Attachments: Notice of Default, April 12, 2012.  
133 Endeavors Letter, April 26, 2012  
134 Office of Corporation Counsel Letter dated April 26, 2012  
135 Staff Report of Office of Corporation Counsel  
136

POLK COUNTY BOARD OF SUPERVISORS  
Minutes from Tuesday, June 19, 2012  
Polk County Government Center – County Board Room  
Balsam Lake, WI 54810

Chairman Johnson called the regular June 19, 2012 meeting of the Polk County Board of Supervisors to order at 6:30 PM.

Chairman Johnson recognized Carole Wondra, County Clerk for purposes of receiving evidence on proper notice. County Clerk informed the County Board that notice of the agenda was properly posted in three public buildings, published in the county's legal paper and posted on the county website the week of June 11, 2012. Chairman Johnson recognized Corporation Counsel, Jeffrey Fuge, for purposes of receiving legal opinion with respect to sufficiency of notice. The County Board received the verbal opinion of Corporation Counsel that the advance written notice posted and published as described by the County Clerk satisfied the applicable provisions of Wisconsin Open Meetings Law and notice provisions of County Board Rules of Order.

Chairman Johnson recognized the County Clerk for purposes of taking roll call. The County Clerk took roll: 22 members present. Chairman Johnson announced that the Chair had granted Supr. Neil Johnson leave and that his absence was excused.

Chairman Johnson led the pledge of Allegiance.  
Supr. Arcand led the Board in time for reflection.

Chairman Johnson announced that the closed session would move to the end of the published agenda. **Motion (Brown/Jepsen) to approve the consent agenda, as published and with the change in agenda order and including Resolution A, No. 27-12 to Amend Zoning District Map for the Town of St. Croix Falls.** Chairman Johnson called for voice vote. **Motion to approve Consent Agenda, carried** by unanimous voice vote.

Time was given for public comments.

Chairman Johnson presented the Chairman's Report.

Chairman Johnson recognized County Administrator Frey for receipt of the County Administrator's Report.

Chairman Johnson presented the list of Supervisor appointments to the Lake District Boards for a 2 year term and requested any changes to the published list. **Motion (Schmidt/Stroebe) to confirm the Chairman's appointments.** Chairman Johnson called for voice vote. **Motion carried** by voice vote.

Chairman Johnson recognized County Administrator Frey for the purposes of considering confirmation of appointments offered by the County Administrator. County Administrator Frey presented the offer of appointments as noticed. **Motion (Masters/Luke) to confirm the appointments offered by County Administrator.** Chairman Johnson called for voice vote. **Motion carried** by unanimous voice vote.

#### **Resolutions and Ordinances:**

**Chairman Johnson called to the floor Resolution 28-12, Resolution to Commemorate the 100<sup>th</sup> Anniversary of Cooperative Extension, a Division of the University of Wisconsin–Extension. Motion (Jepsen/D. Johansen) to approve said resolution.** Chairman Johnson recognized Supr. D.

Johansen who commented on the work of the Extension Department and the Extension Employees were introduced. Chairman Johnson called for voice vote. **Motion to approve Resolution 28-12 carried** by unanimous voice vote. Resolution adopted.

**Chairman Johnson called to the floor Resolution 29-12, Resolution to Create West Central Regional Housing Consortium for Administration of Community Development Block Housing Grant Program and to Authorize Contracts for Program Administration. Motion (O'Connell/Moriak) to approve said resolution.** Chairman Johnson called for a voice vote. **Motion to approve Resolution 29-12 carried** by unanimous voice vote. Resolution adopted.

**Chairman Johnson called to the floor Resolution 30-12 Resolution to Authorize West Central Wisconsin Regional Planning Commission to Administer the State of Wisconsin Community Development Block Grant Housing Revolving Loan Fund for Polk County. Motion (Brown/O'Connell) to approve said resolution.** Chairman Johnson called for voice vote. **Motion to approve Resolution 30-12 carried** by unanimous voice vote. Resolution adopted.

**Chairman Johnson called to the floor Resolution 21-12 Resolution Funding for Jail Literacy and Phase-out of the Polk County Library Federation. Motion (Brown/Hartung) to approve said resolution. Action on Resolution 21-12 had been postponed from the May 15, 2012 County Board meeting.** Chairman Johnson called for discussion to continue on Resolution 21-12. **Motion (Masters/Stroebel) to amend Resolution 21-12 by changing the date on Line 34 from August 15, 2012 to October 15, 2012.** Chairman Johnson called for a voice vote. **Motion to amend Resolution 21-12 carried** by unanimous voice vote. Suprs. Nelson and Kienholz addressed the amended resolution. Chairman Johnson called for a roll call vote. **Motion to approve Resolution 21-12 as amended carried** by a roll call vote of 18 yes/4 no. (Voting Yes: Supr. Brown, D. Johansen, Schmidt, H. Johansen, Caspersen, Engel, Edgell, Moriak, Masters, Scoglio, Stroebel, Kremer-Hartung, Magnafici, Jepsen, O'Connell, Bergstrom, Cockroft and Wm. Johnson. Voting No: Supr. Luke, Kienholz, Nelson & Arcand) Resolution adopted. Supervisors Nelson and Kienholz were appointed to serve on the committee to handle the transition of the Polk County Library.

**Chairman Johnson called to the floor Resolution 31-12 Funding for Jail Literacy and the Polk County Library Federation. Motion (Kienholz/Nelson) to approve said resolution.** Chairman Johnson called for voice vote. **Motion to approve Resolution 31-12 failed** by voice vote.

**Chairman Johnson called to the floor Resolution 22-12 Resolution to Act on Offer of Endeavors Adult Development Center to Modify Terms of Adult Development Center Lease Agreement for 2012 (Accept or Reject Offer) Motion (Masters/Kienholz) to approve said resolution. Action on Resolution 22-12 had been postponed from May 15, 2012 County Board meeting.** Chairman Johnson recognized County Administrator Frey and Supr. Jepsen for the purposes of addressing said resolution. **Motion (Cockroft/Brown) to Amend Resolution 22-12 by striking Option A from the resolution.** Chairman Johnson called for a voice vote. **Motion to amend Resolution 22-12 carried** by unanimous voice vote. **Motion (Jepsen/Luke) to further amend Resolution 22-12 by adding a request to direct Corporation Counsel, Jeff Fuge, to send a letter to Endeavors Board, informing them that the Polk County Property Committee would honor their request for more time.** Chairman Johnson called for a voice vote. **Motion to further amend Resolution 22-12 and add request, carried by** unanimous voice vote. Chairman Johnson called for a voice vote. **Motion to approve Resolution 22-12 as amended carried** by unanimous voice vote. Resolution adopted.

Chairman Johnson called for a 15 minute recess. The Board stood in recess at 8:15 pm.  
Chairman Johnson called the Board to order. The Board reconvened at 8:30 pm.

Motion (O'Connell/Jepsen) to go into closed session, for the purpose of considering the employment contract and compensation for the County Administrator. Motion carried by a unanimous roll call vote.

#### Closed Session

Chairman Johnson declared the meeting back in Open Session.

Chairman Johnson recognized each supervisor for purposes of receiving Supervisor's Reports.  
The Board received Supervisor Reports.

Chairman Johnson requested motion to adjourn. Motion (Masters/Jepsen) to adjourn.  
Chairman Johnson called for a voice vote. Motion to adjourn carried by unanimous voice vote.  
The Polk County Board of Supervisors stood adjourned at 9:45 pm.